

DEPARTMENT OF PUBLIC SERVICE AND ADMINISTRATION

It is the intention to promote representivity in the Department through the filling of these positions. The applications of Coloured females and males and persons with disabilities will receive preference.

- APPLICATIONS** : Applications quoting reference number must be addressed to Mr Thabang Ntsiko. Applications must be posted to Department of Public Service and Administration, Private Bag X916, Pretoria, 0001 or delivered 546 Edmond Street, Batho Pele House, cnr Edmund and Hamilton Street, Pretoria. Faxed and emailed applications will not be considered.
- CLOSING DATE** : Monday, 27 February 2017
- NOTE** : The successful candidate will have to sign an annual performance agreement, and will be required to undergo a security clearance. Applications must be submitted on form Z.83 accompanied by certified copies of qualification(s), Identity Document (certified in the past 06 months). Proof of citizenship if not RSA citizen, a comprehensive CV indicating duration of appropriate experience and three reference persons with the following information: name and contact numbers an indication of the capacity in which the reference is known to the candidate. Reference checks will be done during the selection process. Failure to submit these copies will result in the application not being considered. Note that correspondence will only be conducted with the short-listed candidates. If you have not been contacted within three (3) months of the closing date of the advertisement, please accept that your application was unsuccessful. Applicants must note that further checks will be conducted once they are short-listed and that their appointment is subject to positive outcomes on these checks, which include security screening, security vetting, qualification verification and criminal records.

OTHER POST

- POST 07/108** : **DEPUTY DIRECTOR: REMUNERATION REF NO: DPSA/0006**
- SALARY** : An All-inclusive remuneration package of R 726 276 per annum, Level 12. Annual progression up to a maximum salary of R 855 516 is possible subjected to satisfactory performance. The all-inclusive remuneration package consist of basic salary, the state's contribution to the Government Employees Pension Fund and Flexible portion that may be structured according to personal need within a framework.
- CENTRE REQUIREMENTS** : Pretoria
An appropriate B. Degree or equivalent qualification at NQF level 7 in Finance/ Economics/ Statistics or Public Management/Administration. A post-graduate qualification in any of the aforementioned will be an added advantage. At least Five (5) years' appropriate experience at a Junior Management level is a prerequisite. Sound knowledge of the public service legislative framework. Sound knowledge of the public service legislative framework in relation to remuneration, in particular the salary structure of the public service, pay progression, remunerative allowances and Occupation Specific Dispensations. Experience in remuneration and human resource management. Written and verbal communication, analytical, research, conflict management, problem-solving and policy development skills. Ability to analyse qualitative and quantitative data. Ability to work in a collaborative environment with key stakeholder. Computer literacy, with specific emphasis on Excel financial modelling tools. A valid driver's licence.
- DUTIES** : Provide advice and support to all role players on applicable legislation, policies, procedures, directives and determinations pertaining to remuneration. Provide assistance in the costing of remunerative matters and monitoring of the wage bill of the public service. Participate in various task teams and relevant committees dealing with remuneration and conditions of service. Provide technical support in all centralized negotiation processes within the Public Service Coordinating Bargaining Council and the General Public Service Sector Bargaining Council. Work collaboratively with all stakeholders on remuneration matters.
- ENQUIRES** : Mr Victor Sakala, Tel no: (012) 336-1336