

DEPARTMENT OF PLANNING, MONITORING AND EVALUATION



- APPLICATIONS** : Applications must be sent to: The Department of Planning, Monitoring and Evaluation, Private Bag X944, Pretoria, 0001 or hand delivered at 330 Grosvenor Street, Hatfield, Pretoria. website: www.dpme.gov.za
- FOR ATTENTION** : Ms J Mchunu,
- CLOSING DATE** : 21 April 2017 @ 12:00 pm
- NOTE** : The relevant reference number must be quoted on all applications. 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, valid driver's license (where driving/travelling is an inherent requirement of the job), proof of citizenship if not RSA citizen, and a comprehensive CV specifying all experience indicating the respective dates (MM/YY) as well as indicating three reference persons with the following information: name and contact number(s), email address and an indication of the capacity in which the reference is known to the candidate. Applicants will be required to meet vetting requirements as prescribed by Minimum Information Security Standards. All copies must be certified in the past 12 months. Failure to submit the above information will result in the application not being considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Reference checks will be done during the selection process. 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. Shortlisted candidates must be available for interviews at a date and time determined by DPME. Applicants must note that pre-employment checks will be conducted once they are short-listed and the appointment is also subject to positive outcomes on these checks, which include security clearance, security vetting, qualification verification and criminal records. For salary levels 11 to 15, the inclusive remuneration package consists of a basic salary, the state's contribution to the Government Employees Pension Fund and a flexible portion in terms of applicable rules. SMS will be required to undergo a Competency Assessment as prescribed by DPSA. All candidates shortlisted for SMS positions will be required to undergo a technical exercise that intends to test the relevant technical elements of the job. The DPME reserves the right to utilise practical exercises / tests for non-SMS positions during the recruitment process (candidates who are shortlisted will be informed accordingly) to determine the suitability of candidates for the post(s). The DPME also reserves the right to cancel the filling / not to fill a vacancy that was advertised during any stage of the recruitment process.

MANAGEMENT ECHELON

- POST 15/30** : **DIRECTOR-GENERAL: PLANNING, MONITORING AND EVALUATION REF NO: 009 / 2017**
- SALARY** : R1 689 750 to R1 903 506 per annum, all-inclusive salary package per annum (Level 16) and a monthly 10% non-pensionable allowance. The remuneration package consists of a basic salary, the State's contribution to the Government Employees Pension Fund and a flexible portion that may be structured according to personal needs within the relevant framework.
- CENTRE** : Pretoria
- REQUIREMENTS** : An undergraduate qualification (NQF 7) and a post graduate qualification with a strong policy or development planning focus (NQF level 8) as recognised by SAQA. A Masters or Doctoral Degree (NQF level 9 or 10) and verifiable publishing track record will be an added advantage. Minimum of 8 to 10 years proven experience at senior managerial level (of which at least 3 years must be with any organ of State as defined in the Constitution, Act 108 of 1996). Demonstrable public sector leadership acumen. Experience in the areas of planning (short, medium and long term) and implementation, monitoring and support of programmes and priorities across all spheres of government and evaluation of Government Policies will serve as a strong recommendation. Willingness to travel on a regular basis. A valid driver's licence. Strong understanding of the work/functioning of Government and the various stakeholders. Well-developed strategic management and leadership

capabilities. A thorough understanding of the policy and administrative processes of Government. Well-developed innovation and organisational abilities. A good understanding of political and governance issues. Knowledge of the Public Service Act (PSA), Public Finance Management Act (PFMA) and Treasury Regulations. Competencies & Skills: Management skills including people management and empowerment, and experience in managing multi-disciplinary teams. Ability to provide strategic direction and leadership. The ability/experience to create an environment for high performance culture and staff development. Deep understanding of key policy imperatives of government, including relevant public sector governance prescripts. Thorough understanding of the National Development Plan (NDP). Ability to build trust amongst relevant stakeholders at a high level. Ability to manage multiple projects. Excellent interpersonal & communication skills (written & verbal) and the ability to communicate with diverse audiences. Highly developed negotiation skills. Conflict management skills. Strategic and analytical skills. Research and policy analysis skills. Financial management and project/programme management skills with credible experience in managing complex systems, policy and multiple sector processes. Good computer literacy skills. Personal Attributes: The incumbent must be assertive and self-driven, innovative and creative, client orientated and customer focused, solution orientated and able to work under stressful situations.

DUTIES

: Reporting to the Minister in the Presidency for Planning, Monitoring and Evaluation, the Director-General, as the Accounting Officer in terms of the PFMA, will be responsible to provide overall strategic leadership including supervising staff and direction to the Department in the delivery of its core mandate and priorities as set out by the Minister and Cabinet and perform the following key functions: Provide strategic support to the Minister and Commissioners on the execution of their mandates. Ensure that the strategic objectives and outputs of the Department are achieved. Ensure sound strategic, financial/budget and operational planning and judicious application of funds approved for the Department. Coordinate activities of the National Planning Commission (NPC) including the conceptualising and supervision of the implementation of the NPC Programmes. Ensure that the NPC receives adequate and high quality technical and logistical support. Manage various partnerships of the NPC. Ensure adequate communication of the work of the NPC and the planning Branch. Lead the process of defining and implementing actions necessary to institutionalise planning in government. Co-ordinate and manage the development of plans or delivery agreements for the strategic cross cutting priorities or outcomes of government; monitor the implementation of these plans. Ensure the development & maintenance of planning systems, tools and processes; assess departmental strategic plans and annual performance plans to ensure alignment with short and long term plans; monitor the performance of individual national and provincial government departments and municipalities; monitor service delivery, carry out evaluations and promote good planning and M&E practices in government. Manage the provision of corporate management as well as internal audit and risk management services in the Department. Build a competent, committed and performing team within the Department. Undertake various other tasks associated with this role as may be required.

ENQUIRIES

: In connection with the applications kindly contact Ms J Mchunu, Tel no: (012) 312 0462 and in connection with the post kindly contact Mr Clement Madale, Tel no: (012) 312 0011