

DEPARTMENT OF TRADITIONAL AFFAIRS

The Department of Traditional Affairs is poised to play a key strategic role - not only in assisting the institution of traditional leadership to transform itself to be a central partner with Government in the development of traditional communities, including the Khoi-San communities - but also in coordinating the traditional affairs activities of this Department and those of other Government departments at National, Provincial and Local Government levels, so as to ensure that the needs of traditional and Khoi-San communities (of development, service delivery, governance, access to indigenous knowledge systems, traditional courts and indigenous law, traditional healers and indigenous languages, etc) are sufficiently met. In addition, the Department must ensure that sufficient resources (human, financial and infrastructural) are provided by the State to transform the landscape in the functional domain of the Department of Traditional Affairs.

- APPLICATIONS** : Please forward your application for the above position via post to: P.O Box, 394, Menlyn, 0063 or e-mail to: cogta@basadzi.co.za quoting the relevant reference in the subject line). Enquiries for applications: Buli Malaba, at tel: 012 998 8953
- CLOSING DATE** : 14 July 2017
- NOTE** : The successful candidate's appointment will be subject to a security clearance process and the verification of educational qualification certificates. Applications must be submitted on form Z.83 (application form), obtainable from any Public Service department, and should be accompanied by a comprehensive CV and certified ID, copies of qualifications. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation. Incomplete applications or applications received after the closing date will not be considered. It is important to note that it is the applicant's responsibility to ensure that all information and attachments in support of the application are submitted by the due date. Due to the large number of responses anticipated, correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of the advertisement, please accept that your application has been unsuccessful. Thank you for the interest shown in the Department.

OTHER POST

- POST 25/15** : **ASSISTANT DIRECTOR: SUPPLY CHAIN MANAGEMENT**
- SALARY** : R 334 545 per annum. (Salary Level9)
- CENTRE** : Pretoria
- REQUIREMENTS** : A three year National Diploma or three year Bachelor's Degree and a minimum of 3 to 5 years' experience in a related field. A qualification in Public Administration/ Financial Management/ Logistics/ Supply Chain Management will be an added advantage. Generic competencies: Applied strategic thinking, problem solving and decision making, project management, developing others, team leadership, diversity management and communication and information management. Technical competencies: Public Finance Management Act, Framework for Supply Chain Management, transversal systems .i.e. LOGIS and BAS, tender and contract administration, Asset Management Framework, financial management, Preferential Procurement Policy Framework Act and BEE Framework and BBBEE Act.
- DUTIES** : The successful candidate will perform the following duties: Develop and implement the supply chain management procurement policy and procedures. Develop and implement the asset management policy and procedures. Provide effective internal controls and implementation of cost saving, value for money procurement and utilization of goods and services. Implement effective management controls, corporate policies and procedures and reconcile asset transaction on LOGIS to BAS.
- ENQUIRIES** : Mr L Motlhabedi, Tel: (012) 334 4982