

**PROVINCIAL ADMINISTRATION: LIMPOPO
OFFICE OF THE PREMIER**

The Office of the Premier is an equal opportunity, affirmative action employer and is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. Suitable women and people with disabilities who meet the requirements are encouraged to apply.

- APPLICATIONS** : Applications must be forwarded for attention: The Director-General, Office of the Premier, Private Bag X9483, Polokwane, 0700, or hand deliver to the Office of the Premier at 40 Hans Van Rensburg Street, Polokwane, Mowaneng Building at Office No. A013, General Records: Registry, Ground floor.
- CLOSING DATE** : 04 August 2017 at 16H00
- NOTE** : Applications must be accompanied by Z83, obtainable from any Public Service Department or Government Department website. Applications must be accompanied by a Comprehensive Curriculum Vitae, certified copies of educational qualifications, academic records, identity documents and a valid driver's license (where required). Failure to submit the requested documents will result in your application not being considered. Late, faxed and e-mailed applications will not be considered. Qualifications will be verified. The successful candidates for the above positions will be required to undergo security screening. It is the responsibility of the applicant to make sure that foreign qualifications are evaluated by the South African Qualifications Authority. The successful candidates must be willing to sign an oath of secrecy with the organization and is also expected to sign a performance agreement. All appointments are subject to the personnel suitability check (criminal records, credit record check and security vetting. The Office reserves the right not to make any appointment(s) to the posts advertised. The employment decision shall among other determinations be informed by the Employment Equity Plan of the Office. Senior Management Service (SMS) will be subjected to a compulsory competency based assessment. Please accept that your application has not been successful if you do not hear from this Office three (3) months after the closing date.

MANAGEMENT ECHELON

- POST 29/191** : **DEPUTY DIRECTOR GENERAL: INSTITUTIONAL SUPPORT SERVICES REF NO: OTP 08/17/01**
Job Purpose: To provide Leadership and Strategic direction in the Branch.
- SALARY CENTRE REQUIREMENTS** : R1 299 501 - R1 463 892 per annum (all inclusive package), Level 15
: Polokwane (Head Office)
: A relevant undergraduate qualification at NQF level 7 requiring a minimum of three (3) years and a relevant post graduate qualification at NQF level 8 as recognized by the South African Qualifications Authority (SAQA), At least eight (8) to ten (10) years' experience at Senior Management level, Ability to interact at both strategic and operational levels and a valid driver's license.
- DUTIES** : Coordinate Transversal Strategic Human Resources, Coordinate and promote Service Delivery Improvement Programmes, Render Transversal Labour Relations and coordinate Employee Health and Wellness Services, Provide and coordinate Provincial Legal Services, Coordinate the Provincial Information Technology Services, Manage and utilize Human Resources in accordance with relevant Directives and Legislation.
- ENQUIRIES** : Messdames Moyaba ME/Mamabolo MC and Kekana PL Tel no: 015 – 287 6027/6066/6293
- POST 29/192** : **DIRECTOR: PROVINCIAL CORPORATE COMMUNICATION UNIT REF NO: OTP 08/17/02**
Job Purpose: Provide guidance and leadership towards the realization of strategic goals and objectives of the division.
- SALARY CENTRE** : R898 743 – R1 058 691 per annum (all inclusive package), Level 13
: Polokwane (Head Office)

- REQUIREMENTS** : Undergraduate Qualifications (NQF 7, requiring a minimum of three (3) years tertiary qualification plus academic record), At least 10 years' experience in Communications, of which five (5) years must have been in Middle Management position and a valid driver's license.
- DUTIES** : Provide leadership, communications strategy and advice to the department and ensure and oversee the development and implementation of Policies, Directives, Acts and Regulations, Establish, maintain and ensure a good working relationship with the departments and relevant stakeholder, Coordinate and conduct publishing services, Provide corporate communication of government activities through development of audio and visual material, Formulate and manage the component's budget against its strategic objectives, Manage and utilize human resources in accordance with relevant directives and legislation.
- ENQUIRIES** : Messdames Moyaba ME/Mamabolo MC and Kekana PL Tel no: 015 – 287 6027/6066/ 6293
- POST 29/193** : **DIRECTOR: INFORMATION AND COMMUNICATION TECHNOLOGY REF NO: OTP 08/17/03**
Job Purpose: To coordinate and implement ICT strategy.
- SALARY** : R898 743 – R1 058 691 per annum (all inclusive package), Level 13
CENTRE : Polokwane (Head Office)
REQUIREMENTS : Undergraduate Qualifications (NQF 7, requiring a minimum of three (3) years tertiary qualification plus academic record), At least 10 years' experience in ICT environment, of which five (5) years must have been in Middle Management position and a valid driver's license.
- DUTIES** : Negotiate and manage transversal vendor contracts or agreements and of transversal service level agreements to leverage on economies of scale, Provide quality advice and support to provincial departments on ICT matters, Provide high quality secretariat services to the Provincial Government Information Technology Officers Council, Institute and manage transversal information systems and concomitant prerequisite infrastructure, Manage ICT Directorate, Coordinate disaster recovery site, Business Continuity Planning of Provincial Departments and Risk Management.
- ENQUIRIES** : Messdames Moyaba ME/Mamabolo MC and Kekana PL at tel no: 015 – 287 6027/6066/ 6293