

GOVERNEMENT PRINTING WORKS

The Government Printing Works is an equal opportunity, affirmative action employer. It is intended to promote representivity through the filling of these posts. The candidature of persons whose appointment/transfer/promotion will promote representivity will receive preference.

- APPLICATIONS** : All applications must be forwarded to: The Branch: Human Resources, Government Printing Works, 149 Bosman Street, Pretoria or Private Bag X85, Pretoria, 0001
- FOR ATTENTION** : Ms M Mbokane, Human Resources, Tel no: 012 748 6296.
- CLOSING DATE** : 16 October 2017
- NOTE** : Applications must be submitted on form Z83 (obtainable from any Public Service department) and must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on your Z.83, A detailed covering letter, recent comprehensive CV specifying all qualifications and experience with respective dates and certified copies of qualifications and ID must be attached, The Government Printing Works reserves the right to fill or not fill the above-mentioned posts. General information: Short-listed candidates must be available for interviews at a date and time determine by the Government Printing Works, Successful candidates will be subjected to competency assessment and must obtain a positive security clearance, Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration, If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.

MANAGEMENT ECHELON

- POST 39/05** : **CHIEF EXECUTIVE OFFICER: GPW; REF NO: (GPW 17/57)**
(5 Year Contract Appointment)
- SALARY** : An all-inclusive salary package of R1 782 687 (R1 782 687-R2 008 200 per annum, structured as follows: Basic salary - 70% of package; State contribution to the Government Employee Pension Fund - 13% of basic salary, non-pensionable Head of Department allowance - 10% of basic salary, The remaining flexible portion may be structured in terms of the applicable remuneration rules. (Level 16)
- CENTRE** : Pretoria
- REQUIREMENTS** : An appropriate recognised undergraduate qualification (NQF level 7) and a post graduate qualification (NQF level 8) or equivalent qualification, 8 to 10 years' extensive experience at a senior management level of which 5 years must be as a member of the SMS in the Public Service, The candidate envisaged for appointment has extensive knowledge of the PFMA and Treasury Regulations, A good understanding of the printing industry and a strong understanding of corporate governance and the entire legislative and regulatory framework applicable thereto, The incumbent will be a strong leader with excellent verbal and written communication skills, Recognition of Prior Learning will be considered.
- DUTIES** : Key Competencies: Strategic capability and leadership. Service delivery innovation. Client orientation and customer focus, People management and empowerment, Programme and project management, Knowledge and information management, Problem solving and analysis, Policy analysis and development, Financial management. Key Performance: The successful candidate will be responsible for the day - to - day business of the Areas: Government Printing Works and providing the required leadership and direction, Implement the vision, mission, values and strategic goals of the organization Communicate the strategic direction of the organization internally and externally ,Ensure compliance with national and appropriate internationally regulations, Ensure continuous improvement in the quality and value of services by the GPW, Establish and Maintain an organizational structure to accomplish operational and strategic goals, Liaise with stakeholders at strategic levels, Implement and ensure compliance with corporate governance and all the relevant legislative and regulatory frameworks based on the King3 principles.
- ENQUIRIES** : Mr JJ Rossouw Tel no: (012) 748- 6265

- POST 39/06** : **GENERAL MANAGER: OPERATIONS AND PRODUCTION REF NO: (GPW 17/58) (PERMANENT POSITION)**
- SALARY** : An all-inclusive salary package of R1 370 973 (R1 370 973 – R1 544 406 per annum, structured as follows: Basic salary – 70% of package; State contribution to the Government Employee Pension Fund – 13% of basic salary. The remaining flexible portion may be structured in terms of the applicable remuneration rules. (Level 15)
- CENTRE REQUIREMENTS** : Pretoria
: An undergraduate qualification (NQF level 7) NQF in Business Management/Industrial Engineering and a post graduate qualification (NQF level 8) or equivalent, 6 to 10 years' extensive experience in the management of operations and production functions, 8 to 10 years' extensive experience at a senior management level, In–depth knowledge of security printing operational challenges and relevant legislation and policies, Recognition of Prior Learning will be considered
- DUTIES** : Key Competencies: Strategic capability and leadership, including strategic planning and management, Performance optimisation innovation, Client orientation and customer focus, People management and empowerment, Programme and project management Knowledge and information management, Problem solving and analysis, Policy analysis and development, Dealing with pressure and setbacks. Key Performance: Provide strategic direction and ensure the strategic positioning of the branch responsible Areas: for the strategic management of Operations and Production functions (Research and Development, Management of Security and Non Security Printing, Production Planning Management and Equipment Maintenance), Ensure innovation and implementation on performance optimisation within the unit, Ensure proper stock management of manufacturing raw-products and finished goods, Ensure client order fulfilment through effective order tracking and customer feedback, Ensure compilation and achievement of operational budget with the corporate strategy, relevant policy and regulations, Ensure effective monitoring and reviewing production cost and efficiency levels within the different production lines, Establish and maintain appropriate systems and policies to ensure effective and efficient management of resources, Ensure effective people management including the development and implementation of a skills development standard compliance pertaining to printing policies, legislations and regulations.
- ENQUIRIES** : Mr JJ Rossouw Tel no: (012) 748- 6265
- POST 39/07** : **PROJECT MANAGER REF NO: (GPW 17/59)**
(12 Months Fixed Contract)
- SALARY** : An all-inclusive remuneration package of R948 174 per annum (Salary Negotiable). The package includes a basic salary (70 % of package), the State's contribution to the Government Employees Pension Fund (13% of basic salary) and a flexible portion that may be structured in terms of specific guidelines
- CENTRE REQUIREMENTS** : Pretoria
: An appropriate Bachelor's degree or equivalent NQF Level 7 qualification in an industry-related field and/or in a business/commerce field and management field and a recognised project management qualification, At least 5 years' experience at middle/senior management level with 5-8 years' proven Project Management experience, an understanding of the construction business, ability to work under deadlines, Knowledge understanding of Legislative Framework such as PFMA and Treasury Regulations, Project Management, Strategic thinking.
- DUTIES** : Supervise the entire Construction Project from its commencement to final completion, Plan and coordinate all aspects and different phases of the construction process. Interact on behalf of GPW with the professional team (e.g. engineers and architects) and the Contractor, Making decisions regarding immediate problems arising on site, Manage, oversee and monitor the Construction Project, ensuring its completion within the agreed time, key milestone schedule, quality; and budgetary framework by comparing costs incurred to the contract cost estimates, Approval of payments to the Contractor and maintaining an accurate set of project records e.g.

delays emanating from inclement weather, emergencies and other cost related matters, Draft and present regular progress and related reports to the GPW, Manage and resolve conflict & disputes and maintains discipline on site; and identifies any potential risk associated with the Construction Project as and when it materialises and advises GPW on proposals to mitigate such risk.

ENQUIRIES

: Mr K Moodley, Tel no: (012) 748 6306