

OFFICE OF THE PUBLIC SERVICE COMMISSION

The Office of the Public Service Commission is an equal opportunity, representative employer. It is the intention to promote representivity (race, gender and disability) in the Public Service through the filling of positions. Candidates whose appointment/transfer/promotion will promote representivity will therefore receive preference. Persons with disability are especially encouraged to apply. An indication of representivity profile by applicants will expedite the processing of applications.

- APPLICATIONS** : Forward your application, stating the relevant reference number to: The Director-General, Office of the Office of the Public Service Commission, Private Bag X121, Pretoria, 0001 or hand-deliver at ABSA Towers, corner Pretorius and Lillian Ngoyi Streets
- FOR ATTENTION** : Ms A West
- CLOSING DATE** : 23 October 2017 @15H45
- NOTES** : Applications must be submitted on Form Z.83 obtainable from any Public Service department and should be accompanied by a recent updated comprehensive CV, certified copies of qualifications, Identity Document and driver's license. Should you be in possession of a foreign qualification(s), it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). The successful candidate will be required to obtain a clearance issued by the State Security Agency. The OPSC will verify the qualifications and conduct reference checking on short-listed candidates. Correspondences will be limited to shortlisted candidates. If you have not been contacted within 3 months of the closing date of this advertisement. Please accept that your application was unsuccessful. Please take note that faxed, E-mailed and late applications will not be accepted.

OTHER POST

- POST 39/23** : **ASSISTANT DIRECTOR: PROFESSIONAL ETHICS RESEARCH AND PROMOTION (LEVEL 10) REF NO: PERP/09/2017**
- SALARY** : R 417 552 per annum
- CENTRE** : Head Office, Pretoria
- REQUIREMENTS** : Ideal candidate profile: National Diploma/Bachelor's degree in the fields of Professional Ethics, Social Sciences, Public Management and Administration or Development Management. A minimum of three (3) years' experience in Professional Ethics. Knowledge and experience of Anti-corruption initiatives in the public service. Knowledge of Professional Ethics infrastructure in the public service. Presentation skills. Ability to conduct research to compile reports based on good governance legislation, especially, the extent to which it relates to Professional Ethics. Operational knowledge of MS Office (Word, Excel and Outlook) and Analytical skills for report writing. A Valid driver's license.
- DUTIES** : Key performance areas: Promotion of a high standard of Professional Ethics and Anti-Corruption instruments in the public service. Promotion of the Code of Conduct in the public service. Promotion of ethical leadership in the public service. Conduct research on Anti-Corruption initiatives and Professional Ethics to inform policy development. Conduct research on the Professional Ethics infrastructure in the public service. Provide advice and prepare reports on Professional Ethics and Anti-Corruption instruments to key stakeholders, including Parliament. Do presentations and facilitate Anti-Corruption workshops and seminars.
- ENQUIRIES** : Mr R Davids Tel no: (012) 352 1123