

**PROVINCIAL ADMINISTRATION: GAUTENG  
DEPARTMENT OF COMMUNITY SAFETY**

- APPLICATIONS** : Applicants must apply online at: [www.gautengonline.gov.za](http://www.gautengonline.gov.za)
- CLOSING DATE** : 11 May 2018
- NOTE** : Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at [www.gov.za/documents](http://www.gov.za/documents). The completed and signed form Z83 should be accompanied by a recently updated, comprehensive CV as well as certified copies of all qualification(s) and ID-document. The certification must be within three (3) months. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful. All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSSA SMS competency assessment tools. Suitable candidates will be subjected to a personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification).

**MANAGEMENT ECHELON**

- POST 17/46** : **CHIEF DIRECTOR: TRAFFIC MANAGEMENT (REFS/002875)**  
Chief Directorate: Traffic Management
- SALARY** : R1 127.334 per annum all-inclusive remuneration package
- CENTRE** : Johannesburg
- REQUIREMENTS** : Matric and an Undergraduate qualification (NQF Level 7) in Traffic Management, more than 5 years of experience at a senior managerial level in a relevant field. Valid driver's licence. Competencies: change management, Strategy, Leadership, Human Resources Management, Visioning, Computer, Training, HR matters, Finance, Technical standards/ procedures, needs and priorities Knowledge and Skills: DCS and Gauteng Department of Finance HR and Financial policies and procedures, Relevant Traffic and Transport and Government legislation and Public Service Regulations, eNATIS computer database system(s), Understanding the Traffic and Transport System in SA and Gauteng, Understanding the Transport industries in SA and Gauteng, Human and Financial resource management and administration processes, Understanding Gauteng Department of Finance and the DCS specialized support services, Understanding of Government and role players in transport industry, Flexible/ change orientated, Team worker, Cost conscious, Decisive, Responsive, Customer, Focused, Proactive, Resourceful, Problem solving, Quality orientated, Credible, Interpreting Traffic Management information reports, Chairing of workshops and meetings with diverse spectrum of role-players at service level, Project management, Negotiation and dispute resolution, Government and Transport industry relationship management, Quick reaction to problems, Command and control, Coordinate, Motivator, Counselling.
- DUTIES** : Oversee the effectiveness and efficiency of traffic services and transport inspections, Reduce road fatalities and damages, Oversee the management

of public road transport inspections, law enforcement, Execute effective law enforcement, Manage abnormal loads and permits (including transport of hazardous good), Monitor compliance to legislation in terms of Traffic Control Centres ( includes Weighbridges), Oversee management and provision of the crime prevention interventions and specialised services Functions, Speedy responses to road crimes and, Reduction in crime statistics, Oversee monitoring of compliance of Vehicle Testing Stations, Driver's License Testing Centres and Driving Schools, Oversee the provisioning of a world class internal re-training and education for traffic management, Provision of effective and efficient traffic enforcement learning programmes (Road Safety Promotion), Oversee the management of road safety promotions and educational programmes and projects, Coordinate the implementation of road safety inspections and road shows to promote safety awareness and passenger rights, Promote and improve safety on all transport systems, Ensure that risk management processes are made clear and available to all personnel, Oversee the reduction of global risks within the corridor, Provide monthly road fatality statistics, Report on the implementation of traffic statistics model, Report on public education and awareness on road safety.

**ENQUIRIES** :

Mr Steven Moteme Tel No: 011 689 3722

**OTHER POST**

**POST 17/47** :

**DEPUTY DIRECTOR: MONITORING AND EVALUATION: (REFS/002876)**  
Directorate: Monitoring and Evaluation

**SALARY CENTRE REQUIREMENTS** :

R779 295 per annum. An all-inclusive remuneration package  
Johannesburg  
Matric plus Bachelor Degree/equivalent qualification (preferably in Criminal Justice System/Law Enforcement Agencies and/Public Management and Administration. 5 or more years relevant experience to the criminal system or law enforcement agencies environment include managerial experience. A valid driver's license. No criminal record. Knowledge and Skills: Knowledge of Departmental policies and procedure, knowledge of Public service Regulation, information system(NATIS), SAPS act, regulation and amendment, Complaints tracking system, Gauteng Safety strategy, Delegation of authority pertaining to the department of Community Safety, Reporting procedures, interpreting and evaluating information, Tact and diplomacy, verbal and written communication, Organizing/maintaining information, Communication, Computer literacy, Problem solving and conflict management, Listening and negotiation, Team building and discipline.

**DUTIES** :

Ensure monitoring of the police conduct as well as the functioning of other provincial law enforcement agencies. Ensure monitoring and evaluation of police performance outputs and outcomes based on the operational plan. Ensure monitoring and evaluation of the implementation and compliance with policing policies, norms, standard, procedures, strategies, provincial and national instructions and orders. Ensure monitoring and evaluation of the impact of the implementation of sector policing. Ensure liaison with the provincial law enforcement agencies. Ensure monitoring and evaluate of the cooperation and outcomes of joint operational planning and operations between SAPS and other provincial law enforcement agencies. Ensure monitor, evaluate and conduct impact assessment of transformation strategies of the provincial law agencies. Manage budget, human and physical resources allocated to the sub directorate.

**ENQUIRIES** :

Mr Steven Moteme Tel No: 011 689 3722

**DEPARTMENT OF HUMAN SETTLEMENTS (GDHS)**

**APPLICATIONS CLOSING DATE NOTE** :

Please apply online at [www.gautengonline.gov.za](http://www.gautengonline.gov.za)  
18 May 2018, 12H00 No late applications will be considered.  
Requirement of applications: People with disabilities are encouraged to apply. It is our intention to promote representivity (race, gender and disability) in the

Public Service through the filling of these posts. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Applications should be submitted strictly online at [www.gautengonline.gov.za](http://www.gautengonline.gov.za) and it should be accompanied by a Z83, comprehensive Curriculum Vitae (CV) as well as certified copies of qualifications, Identity and valid driver's license (where driving/travelling is an inherent requirement of the job). Correspondence will only 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. No faxed or emailed applications will be accepted. The Department reserves the right not to make appointment(s) to the advertised post(s). Following the interview and exercise, the selection panel will recommend candidates to attend a generic management competency assessment (in compliance with the DPSSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic management and development for SMS posts.

#### **OTHER POST**

<b><u>POST 17/48</u></b>	:	<b><u>DEPUTY DIRECTOR: SERVICE DELIVERY MONITORING AND BATHO PELE (REFS/002882)</u></b>
<b><u>SALARY</u></b>	:	R657 558 per annum (All inclusive package)
<b><u>CENTRE</u></b>	:	Johannesburg
<b><u>REQUIREMENTS</u></b>	:	A Matric plus Degree (NQF 7) qualification in Public Management or Public Administration. Five (5) years' experience in the field of Service Delivery Improvement (Batho Pele), A valid South African driver's license and willingness to travel. Knowledge & experience in the application of provisions of the relevant legislation, Policies and Regulations that govern the Public Service. Sound knowledge of Service Delivery Improvement (Batho Pele). Knowledge of customer Service Ethics and Service Excellence Awards process. Knowledge of Department of Human settlement mandate. Knowledge of monitoring and evaluation processes. Skills: Good governance. Communication skills (report writing and presentation skills.). Interpersonal relations. Analytical & innovative. Client oriented. Project management skills. Research and development skills. Computer skills (MS Word, MS PowerPoint, MS Excel, and MS Outlook). People and resource management skills.
<b><u>DUTIES</u></b>	:	Coordinate the development and implementation of service delivery improvement plans. Develop and provide customer care and complaints management strategy and processes. Coordinate the development and implementation of citizen participation strategy and processes. Coordinate and monitor the implementation of Batho Pele initiatives. Coordinate the development and implementation of coherent service standards. Generate all Service Delivery Improvement internal documents as stipulated in the White Paper on Service Delivery Improvement (Batho Pele White Paper), 1997 and Public Service Regulations, 2001 (Part 111). Develop and implement the Service delivery charter, Service Delivery Improvement Plans and coordination of the Service Delivery Improvement Plan in line with the Departmental Strategic Plan, Annual Performance Plan and Service Delivery Model. Through benchmarking with other national and international practices. Implement and Monitor all change management initiatives in the Department that are aimed at Improving Service Delivery. Audit and report on compliance of service delivery initiatives aligned with Batho Pele Principles. Manage Performance Assessment Tool (MPAT) and ensure systems are in place to sustain and/or improve the Department's performance. Ensure timeous submission of quality progress reports to relevant institutions. Conceptualize, plan and execute departmental client satisfaction surveys. Manage personnel and the activities of the sub-business unit Batho Pele Monitoring and Service Delivery. Develop Sub-business unit operational plan. Ensure monthly reporting and other required reporting on the sub-business unit operational plan.

**ENQUIRIES** : Ms. Mbali Mbatha Tel No: (011) 355 4285

**OFFICE OF THE PREMIER**

**APPLICATIONS** : The Director: Internal Human Resources Management, Ms Merles Motlhabane, Office of the Premier, 30 Simmonds Street, Johannesburg 2001 or by mail to Private Bag x 61 Marshalltown, 2107. Email [Recruitment.Premier@gauteng.gov.za](mailto:Recruitment.Premier@gauteng.gov.za) or on [www.gautengonline.gov.za](http://www.gautengonline.gov.za). No late applications will be considered.

**CLOSING DATE** : 11 May 2018

**NOTE** : Qualifying applicants should submit their applications accompanied by a detailed Curriculum Vitae, Application Form (Z83), certified copies of qualifications and at least three (3) contactable referees quoting the relevant reference number. Applicants should please note the following: All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment. The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. The successful candidate will be required to enter into an employment contract with the Premier of Gauteng and conclude an annual performance agreement with the Member of the Executive Council within three (3) months upon commencement of duty. The appointment of the successful candidate is subject to the issuing of a positive security clearance at the level of Top Secret by the State Security Agency. The incumbent will be required to disclose her/his financial interest in accordance with the prescribed regulations. Qualifications will be verified (It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA).

**MANAGEMENT ECHELON**

**POST 17/49** : **HEAD OF DEPARTMENT, GAUTENG DEPARTMENT OF ECONOMIC DEVELOPMENT REF NO: 002883**

**SALARY** : All-inclusive remuneration package of R1 782 687 - R2 008 200 (SMS Grade D). In addition, the incumbent qualifies for a 10% non- pensionable allowance applicable to Heads of Department

**CENTRE** : Johannesburg

**REQUIREMENTS** : A 3- 4 years Bachelor's Degree in Economics and a post graduate qualification in Public Management or Business Administration. A minimum of 10 years' experience at senior management level of which 5 years must be as a member of the Senior Management Service (SMS) in the Public Service. Extensive knowledge of the following: Legislation governing the Economic sector in order to give sound advice and leadership. The current economic climate locally and globally supported by interventions to grow the South African economy. Management and oversight of provincial public entities. Management experience gained in a large organization with a multi-billion-rand budget as well as a good understanding of and competency in Financial Management Systems including cost containment, budgeting, expenditure control, revenue collection and revenue generation. Key competencies: Proven ability to operationalize and ensure compliance with legislation and policy developments at national, provincial and local level. Demonstrable experience in management at an executive level. Strategic leadership, change management, financial management as well as project and programme management are a pre-requisite. Capabilities should include service delivery innovation, compliance with the Public Service Act and Regulations, Legislation and Regulations governing Economic issues, Public Finance Management Act (PFMA) and financial regulatory frameworks underpinning good corporate governance in South Africa. Excellent co-ordination,

communication, networking, negotiation, corporate governance and multi-tasking skills. Ability to work under pressure and willingness to work long hours. Competence in one or more of the official South African languages will be an added advantage.

**DUTIES**

: Serve as Accounting Officer of the Department in accordance with the provisions of the PFMA; Providing strategic leadership to the Department; Overseeing the development, implementation and monitoring of organisational programmes in line with organisational policies; Ensuring sound financial management and application of good corporate governance principles. The successful candidate will be directly accountable to the Member of the Executive Council for the realisation of the Ten Pillar Programme of Radical Transformation, Modernisation and Re-industrialisation including the intergovernmental Programme of Action. The successful candidate will work closely with the Gauteng City Region (GCR) Executives, Accounting Officers, Oversight committees, stakeholders and business on implementing the Premier's vision of a 'smart province. Over-seeing the development, implementation and monitoring of Departmental programmes and projects; structures, systems and processes to deliver on mandates and contributing to the broader strategic environment of Gauteng. Use research to find effective ways of growing the economy. Improve the quality of life of the youth of Gauteng. Promote Gauteng as a Global City Region. Promote universal access to the economy for the targeted groups including creation of sustainable employment. Specific areas of focus include the following-Implementation of the Economic Development Plan. Promotion of the Township Economy Revitalisation Strategy. Responsible for the overall management of the economic growth programmes by aligning all departmental plans with the National Development Plan, National and Provincial Government Strategic Objectives. Mobilise stakeholders to partner with for economic growth and development. Create an enabling regulatory environment and stimulating business practices that promote inclusive economic growth. Promote and attract trade and investment to the economy. Direct investment into strategic economic infrastructure and proactively link communities to economic opportunities in Gauteng.

**ENQUIRES**

: Ms Sylvia Mtshali Tel No: (011) 298 5654