ANNEXURE J

DEPARTMENT OF LABOUR

It is the Department’s intention to promote equity (race, gender and disability) through the filling of this post with a candidate whose transfer / promotion / appointment will promote representivity in line with the numeric targets as contained in our Employment Equity plan.

CLOSING DATE: 01 June 2018 at 16:00
NOTE: Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.gov.za/documents. The fully completed and signed form Z83 should be accompanied by a recently updated, comprehensive CV as well as recently certified copies (Not older than 3 months after publication of the advert) of all qualification(s) including a Senior Certificate and ID-document [Driver’s license where applicable]. Non-RSA Citizens/Permanent Resident Permit Holders must attach a copy of their Permanent Residence Permits to their applications. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Certified copy of a copy will not be accepted. Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. The Department does not accept applications via fax or email. 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 eight (8) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to a personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification). Where applicable, candidates will be subjected to a skills/knowledge test. All shortlisted candidates for SMS posts will be subjected to a technical competency exercise that intends to test relevant technical elements of the job, the logistics of which be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend generic managerial competencies using the mandated DPSA SMS competency assessment tools. Successful candidates will be appointed on a probation period of 12 months. The Department reserves the right not to make any appointment(s) to the above post. Successful candidates will be expected to sign a performance agreement.

MANAGEMENT ECHELON

POST 20/12: SENIOR MANAGER: MEDICAL SERVICES (02 POSTS)
(This is a Re-Advertisement candidates who previously applied are encourage to re-apply)

SALARY: R1 355 916 per annum (OSD)
CENTRE: Provincial Office: Eastern Cape, Ref No: HR 5/1/2/3/78
Provincial Office: Western Cape, Ref No: HR 5/1/2/3/79

DUTIES:
Manage the medical occupational programme for compensation benefits processing. Develop and manage support networks. Provide the medical occupational support to stakeholder. Provide strategic direction. Manage finance and assets. Manage projects and programme. Manage projects and programmes. Manage Human Resources in accordance with relevant prescripts.

ENQUIRIES:
Mr V Mafata Tel No: (012) 319 9495

APPLICATIONS:
Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building

FOR ATTENTION:
Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

OTHER POSTS

POST 20/13:
DEPUTY DIRECTOR: SERVICE DELIVERY IMPROVEMENT AND CLIENT SUPPORT REF NO: HR 5/1/2/3/66

SALARY:
R779 295 – R917 970 per annum (All inclusive)

CENTRE:
Compensation Fund, Pretoria

REQUIREMENTS:

DUTIES:
Promote the culture of quality customer care service. Manage and compare maturity of customer care practice against a wide range of industry standards. Manage and develop relationships with internal and external partner’s. Manage the sub directorate

ENQUIRIES:
Mr JRT Headbush Tel No: (012) 406 5853

APPLICATIONS:
Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building

FOR ATTENTION:
Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

POST 20/14:
DEPUTY DIRECTOR: POLICY COORDINATION, MONITORING AND EVALUATION REF NO: HR 5/1/2/3/65

SALARY:
R657 558 – R774 576 per annum (All inclusive)

CENTRE:
Compensation Fund, Pretoria

REQUIREMENTS:

DUTIES:
Manage development of policies within the Fund. Manage the performance assessment and evaluation of institutional overall performance. Manage the process of policy research and policies development. Manage and ensure that advocacy sessions are conducted for refined and newly developed policies. Manage all the resources in the Sub-directorate

ENQUIRIES:
Mr MJ Ledwaba Tel No: (012) 319 9277
APPLICATIONS : Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building
FOR ATTENTION : Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

POST 20/15 : DEPUTY DIRECTOR: INTERNAL CONTROL REF NO: HR 5/1/2/3/64

SALARY : R657 558 – R774 576 per annum (All inclusive)
CENTRE : Compensation Fund, Pretoria
DUTIES : Manage financial misconduct, losses and claims. Manage entity oversight and financial performance. Manage effective audit coordination, governance and financial regulatory framework within the Fund. Manage all resources in the sub-directorate.
ENQUIRIES : Mr J Modiba Tel No: (012) 406 5609
APPLICATIONS : Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building
FOR ATTENTION : Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

POST 20/16 : IT PROJECT MANAGER: INFORMATION AND COMMUNICATION TECHNOLOGY REF NO: HR 5/12/3/63

SALARY : R657 558 – 774 576 per annum (All inclusive)
CENTRE : Compensation Fund, Pretoria
DUTIES : Initiate, plan and scope IT projects. Manage project integration. Co-ordinate and manage IT projects according to the IT project management framework. Manage project quality assurance. Manage project resourcing, costing and performance evaluation. Manage the sub-directorate.
ENQUIRIES : Mr JRT Headbush Tel No: (012) 406 5853
APPLICATIONS : Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building
FOR ATTENTION : Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

POST 20/17 : DEPUTY DIRECTOR: DEBTORS MANAGEMENT REF NO: HR 5/1/2/3/62

SALARY : R657 558 – 774 576 per annum (All inclusive)
CENTRE : Compensation Fund, Pretoria

DUTIES: Manage the collection of outstanding employer’s contributions. Manage the maintenance of debtors accounts. Manage all the resources in the sub-directorate.

ENQUIRIES: Mr M G Molotsi Tel No: (012) 319 9226
APPLICATIONS: Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building
FOR ATTENTION: Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

POST 20/18: DEPUTY DIRECTOR: THIRD PARTY REF NO: HR 5/1/2/3/61

SALARY: R657 558 – 774 576 per annum (All inclusive)
CENTRE: Compensation Fund, Pretoria

DUTIES: Manage debt collection process of Third Party claims (recoveries). Manage Debt Collection process for Exempted Employer Administration Cost (government departments). Manage the Collection of Sundry debtors (medical claims overpayments, staff debt). Manage all the resources in the sub-directorate.

ENQUIRIES: Mr M G Molotsi Tel No: (012) 3199226
APPLICATIONS: Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building
FOR ATTENTION: Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

POST 20/19: DEPUTY DIRECTOR: PROVINCIAL SUPPORT REF NO: HR 5/1/2/3/60

SALARY: R657 558 – 774 576 per annum (All inclusive)
CENTRE: Compensation Fund, Pretoria

DUTIES: Manage the implementation of the Fund’s Annual Performance Plan across CF Operations in Provinces. Manage the implementation of the Fund’s Workplan across CF Operations in Provinces. Manage the implementation of the Fund’s performance information policy and procedures across CF Operations in Provinces. Manage provincial visits in order to provide technical support to improve the Fund’s performance. Manage all resources in the sub-directorate.
ENQUIRIES : Mr MJ Ledwaba Tel No: (012) 319 9277
APPLICATIONS : Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building
FOR ATTENTION : Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.
POST 20/20 : DEPUTY DIRECTOR: PROJECTS REF NO: HR 5/1/2/3/70
SALARY : R657 558 – 774 576 per annum (All inclusive)
CENTRE : Compensation Fund, Pretoria
DUTIES : Manage the integration and delivery of priority projects and programmes for the Compensation Fund. Manage projects deliverables in line with Fund and legislative quality standards and expectations. Provide best practice development aid operational plan of the strategic management and programme office. Manage finances and physical assets within the strategic management and programme office. Manage resources in the sub-directorate.
ENQUIRIES : Ms M Khosa Tel No: (012) 319 9495
APPLICATIONS : Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building
FOR ATTENTION : Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.
POST 20/21 : ASSISTANT DIRECTOR: PUBLIC LIAISON OFFICER REF NO: HR 5/1/2/3/59
SALARY : R417 552 – 491 847 per annum
CENTRE : Compensation Fund, Pretoria
DUTIES : Coordinate and provide support to Presidential, DG and Commissioner’s Hotlines. Implement the operational plan and assist in the development and maintenance of systems for Presidential, DG and Commissioner’s Hotline. Coordinate e and Implement effective problem solving processes and procedures. Supervise staff.
ENQUIRIES : Mr JRT Headbush Tel No: (012) 406 5853
APPLICATIONS : Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building

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FOR ATTENTION: Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

POST 20/22

ASSISTANT DIRECTOR: PROVINCIAL SUPPORT REF NO: HR 5/1/2/3/58 (2 POSTS)

SALARY: R334 545 – R394 065 per annum
CENTRE: Compensation Fund, Pretoria

DUTIES: Coordinate the implementation of the Fund’s Annual Performance Plan across CF Operations in Provinces. Coordinate the implementation of the Fund’s Workplan across CF Operations in Provinces. Facilitate the implementation of the Fund’s performance information policy and procedures across CF Operations in Provinces. Conduct provincial visits in order to provide technical support to improve the Fund’s performance. Manage all resources in the sub-directorate.

ENQUIRIES: Mr MJ Ledwaba Tel No: (012) 319 9277
APPLICATIONS: Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building
FOR ATTENTION: Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

POST 20/23

ASSISTANT DIRECTOR: TENDERS AND CONTRACTS REF NO: HR 5/1/2/3/57

SALARY: R334 545 – R394 065 per annum
CENTRE: Compensation Fund, Pretoria

DUTIES: Coordinate the establishment of different Bid committees. Coordinate the Bid Committee process. Coordinate the Contract Management process. Management of resources in the sub-directorate.

ENQUIRIES: Ms L Qupe Tel No: (012) 313 6344
APPLICATIONS: Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building
FOR ATTENTION: Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

POST 20/24

ASSISTANT DIRECTOR: ASSET MANAGEMENT REF NO: HR 5/1/2/3/56

SALARY: R334 545 – R394 065 per annum
CENTRE: Compensation Fund, Pretoria
REQUIREMENTS: A Three year qualification in Supply Chain Management/ Financial Management/ Commerce with Accounting as a passed subject. A valid Drivers License is required. 3 years functional experience at a Senior Practitioner level on Asset Management

DUTIES: Coordinate asset management activities in the Fund. Maintain the Assets Register. Coordinate asset verification project. Supervision of staff.

ENQUIRIES: Mr SP Maseema Tel No: (012) 313 6302

APPLICATIONS: Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building

FOR ATTENTION: Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

POST 20/25: ASSISTANT DIRECTOR: RECORDS MANAGEMENT REF NO: HR 5/1/2/3/55

SALARY: R334 545 – R394 065 per annum
CENTRE: Compensation Fund, Pretoria

DUTIES: Implement Records Management strategies and policies. Manage the Registry and Messenger Services in the Fund. Provide library services in the Fund. Manage human, financial and physical resources.

ENQUIRIES: Mr J Morris Tel No: (012) 319 9429

APPLICATIONS: Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building

FOR ATTENTION: Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

POST 20/26: ASSISTANT DIRECTOR: FINANCE (PROVINCIAL OFFICES) 09 POSTS

SALARY: R334 545 – 394 065 per annum


DUTIES: Facilitate the payment of Compensation Fund benefits in relation to accounts receivable and payable functions. Coordinate and monitor the financial activities relating to procurement of goods and services including reconciliation of accounts
where Compensation Fund Operations are concerned. Manage movable and immovable assets of the fund in line with relevant prescripts. Manage intergraded budget planning and expenditure relating to Compensation Fund Operations. Provide technical support to Processing Offices and report on all Compensation Fund Financial matters including financial systems. Management of resources.

ENQUIRIES: Mr J Modiba Tel No: (012) 406 5609
APPLICATIONS: Chief Director: Provincial Operations: PO Box 4560, Johannesburg, 2001 or hand deliver at 77 de Korte Street, Braamfontein; For Attention: Sub-directorate: Human Resources Management, Provincial Office: Gauteng
Chief Director: Provincial Operations: PO Box 940, Durban, 4001 or hand deliver at 267 Anton Lembede (Smith Street), Royal Building 11th Floor; For Attention: Sub-directorate: Human Resources Management, Provincial Office: KZN
Chief Director: Provincial Operations: PO Box 872, Cape Town, 8000 or hand deliver at: Department of Labour, No.9 Long Street, Cnr Riebeek and Long Street Cape Town; For Attention: Sub-directorate: Human Resources Management, Western Cape
Chief Director: Provincial Operations: Private Bag X 2040, Mmabatho, 2735 or hand deliver at Provident House, University Drive, Mmabatho; For Attention: Sub-directorate: Human Resources Management, Mmabatho
Chief Director: Provincial Operations: Private Bag X 522, Bloemfontein, 9300 or hand Deliver at Laboria House, 43 Charlotte Maxeke Street, Bloemfontein; For Attention: Sub-directorate: Human Resources Management, Bloemfontein
Chief Director: Provincial Operations: Private Bag X 9368, Polokwane 0700 or hand deliver at 42A Schoeman Street, Polokwane; For Attention: Human Resources Operations, Limpopo
Chief Director: Provincial Operations: Private Bag X 5012, Kimberley, 8301 or hand deliver at Cnr Compound and Pniel Road, Kimberley; For Attention: Sub-directorate: Human Resources Management, Provincial Office: Kimberley
Chief Director: Provincial Operations: Private Bag X9005, East London, 5200 Or hand deliver at 03 Hill Street, East London; For Attention: Sub-directorate: Human Resources Operations, Provincial Office, Eastern Cape
Chief Director Provincial Operations: Private Bag X 7263, Emalahleni, 1035, or hand deliver at labour building, Cnr Hofmeyer Street and Beatty Avenue, Witbank; For Attention: Sub-directorate: Human Resources Management, Emalahleni

POST 20/27: ASSISTANT DIRECTOR: SYSTEMS ADMINISTRATION OPERATIONS REF NO: HR 5/1/2/3/45
SALARY: R334 545 – R394 065 per annum
CENTRE: Compensation Fund, Pretoria
DUTIES: Enhance the performance and functionality of existing and new Operational Management systems. Co-ordinate daily operations of the System and provide support to end-users. Co-ordinate the regular maintenance of operational systems. Supervision of staff.
ENQUIRIES: Ms W Malapela Tel No: (012) 319 9622
APPLICATIONS: Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building
FOR ATTENTION: Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

POST 20/28: ASSISTANT DIRECTOR: IT IMPLEMENTATION REF NO: HR 5/1/2/3/44
SALARY: R334 545 – R394 065 per annum
CENTRE: Compensation Fund, Pretoria
**REQUIREMENTS**

A Three year qualification in Information and Communication Technology/ Computer Science. 2 years functional experience in Information and Communication Technology/ Computer Science environment. 2 years supervisory experience in ICT/ Computer Science Knowledge: COIDA guidelines (for government departments), Public Service Regulations, IT Operating system, Risk awareness, Public Service Act, Compensation Fund value chain, PFMA and National Treasury Regulations, Customer Service principles (Batho Pele Principles), Technical knowledge, Project Management theory, practice and methodologies Legislative Requirement: COIDA, Promotion of Access to Information Act, Public Service Act, National Treasury Regulations. Knowledge: Communication both (Verbal and written), Telephone etiquette, Organising and Planning, Decision making, Analytical, Project Management, Good client relations.

**DUTIES**

Implement IT systems implementation strategies. Evaluation of the effectiveness of the newly implemented systems. Facilitate the maintenance of the IT systems and disposal process. Manage all resources in the Sub-directorate.

**ENQUIRIES**

Mr JRT Headbush Tel No: (012) 406 5853

**APPLICATIONS**

Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building

**FOR ATTENTION**

Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

**POST 20/29**

**ASSISTANT DIRECTOR: SERVICE DELIVERY IMPROVEMENT AND CLIENT SUPPORT REF NO: HR 5/1/2/3/43**

**SALARY**

R334 545 – R394 065 per annum

**CENTRE**

Compensation Fund, Pretoria

**REQUIREMENTS**


**DUTIES**

Coordinate and monitor the implementation of the service delivery improvements at Compensation Fund customer access points. Manage customer relationships with stakeholders for service delivery improvements. Participate in change management sessions for service delivery improvements programmes. Manage resources.

**ENQUIRIES**

Mr JRT Headbush Tel No: (012) 406 5853

**APPLICATIONS**

Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building

**FOR ATTENTION**

Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

**POST 20/30**

**ASSISTANT DIRECTOR: POLICY COORDINATION, MONITORING AND EVALUATION REF NO: HR 5/1/2/3/42**

**SALARY**

R334 545 – R394 065 per annum

**CENTRE**

Compensation Fund, Pretoria

**REQUIREMENTS**

DUTIES: Facilitate the implementation of policy development strategy and guideline within the Compensation Fund. Conduct institutional performance assessment and evaluation of the implementation of policies, programmes and systems. Set research agenda, provide policy support, development processes and maintain repository. Conduct the advocacy session for redefined and newly developed policies.

ENQUIRIES: Mr MJ Ledwaba Tel No: (012) 319 9277
APPLICATIONS: Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building
FOR ATTENTION: Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

POST 20/31: ASSISTANT DIRECTOR: LOSES CLAIMS AND FINANCIAL MISCONDUCT REF NO: HR 5/1/2/3/41 (02 POSTS)

SALARY: R334 545 – R394 065 per annum
CENTRE: Compensation Fund, Pretoria

DUTIES: Provide inputs in the development of policies and procedures regarding financial misconduct and losses. Facilitate the process of conducting investigations and reporting of financial misconduct. Facilitate and coordinate the process of monitoring losses and claims. Provide secretariat services to the Financial Misconduct and Advisory committee. Supervision of staff.

ENQUIRIES: Mr J Modiba Tel No: (012) 406 5608
APPLICATIONS: Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building
FOR ATTENTION: Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

POST 20/32: ASSISTANT DIRECTOR: ENTERPRISE RISK MANAGEMENT REF NO: HR 5/1/2/3/40

SALARY: R334 545 – R394 065 per annum
CENTRE: Compensation Fund, Pretoria

**DUTIES:**
Provide input to the with and manage risk management services within the Fund. Provide input to the with risk assessments and profiling to ensure effective implementation of the risk management process. Manage risk awareness, education and training programmes. Assist in the management of the sub-directorate.

**ENQUIRIES:**
Ms K Nkabinde Tel No: (012) 406 5626

**APPLICATIONS:**
Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building.

**FOR ATTENTION:**
Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

**POST 20/33**
ASSISTANT DIRECTOR: CHANGE MANAGEMENT REF NO: HR 5/1/2/3/39 (02 POSTS)

**SALARY:**
R334 545 – R394 065 per annum

**CENTRE:**
Compensation Fund, Pretoria

**REQUIREMENTS:**

**DUTIES:**
Coordinate and develop the Change management intervention plans for the Fund. Provide support to the Change Projects within the Fund. Coordinate the implementation of Change Management processes. Facilitate the implement transformation programmes. Supervision of staff.

**ENQUIRIES:**
Ms P Teffo Tel No: (012) 313 6395

**APPLICATIONS:**
Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building.

**FOR ATTENTION:**
Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

**POST 20/34**
ASSISTANT DIRECTOR: PROJECTS REF NO: HR 5/1/2/3/69

**SALARY:**
R334 545 – R394 065 per annum

**CENTRE:**
Compensation Fund, Pretoria

**REQUIREMENTS:**
DUTIES: Provide project/programme support in terms of planning project activities and deliverables. Assist with project budget management. Coordinate project/programme quality management. Assist in ensuring that the best practice is implemented in all projects/programmes. Manage resources in the sub-directorate.

ENQUIRIES: Ms M Khosa Tel No: (012) 319 9495
APPLICATIONS: Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building
FOR ATTENTION: Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

POST 20/35: ASSISTANT DIRECTOR: BANK RECONCILIATION REF NO: HR 5/1/3/68

SALARY: R334 545 – R394 065 per annum
CENTRE: Compensation Fund, Pretoria


ENQUIRIES: Mr M Dlamini Tel No: (012) 406 5610
APPLICATIONS: Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building
FOR ATTENTION: Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

POST 20/36: ASSISTANT DIRECTOR: PAYABLE CLAIMS REF NO: HR 5/1/3/67 (02 POSTS)

SALARY: R334 545 – R394 065 per annum
CENTRE: Compensation Fund, Pretoria

DUTIES: Coordinate the effective and effective daily operation of the processing of accounts payable. Coordinate efficient payment system in the Fund. Maintain the accurate reporting system. Supervision of staff.

ENQUIRIES: Mr P Moloto Tel No: (012) 319 9142
APPLICATIONS: Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building
FOR ATTENTION: Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.

POST 20/37: ASSISTANT DIRECTOR: TELECOMMUNICATIONS REF NO: HR 5/1/3/77

SALARY: R334 545 – R394 065 per annum
CENTRE: Compensation Fund, Pretoria

**DUTIES**: Coordinate telecommunication maintenance and Switchboard services in the Funds. Coordinate and monitor Telecommunication infrastructure. Conduct research and input on the telecommunications techniques. Supervision of staff.

**ENQUIRIES**: Mr J Morris Tel No: (012) 3199424

**APPLICATIONS**: Chief Director: Corporate Services: P O Box 955, Pretoria, 0001 or hands deliver at 167 Cnr Thabo Sehume & Madiba Street, Delta Heights Building

**FOR ATTENTION**: Sub-directorate: Human Resources Planning Practices and Administration, Compensation Fund.