

DEPARTMENT OF MINERAL RESOURCES

<u>APPLICATIONS</u>	:	The Director-General, Department of Mineral Resources, Private Bag X59, Arcadia, 0007 or hand delivered to Trevenna Campus, corner Mentjies and Francis Baard Street, former Schoeman.
<u>FOR ATTENTION</u>	:	Ms N Maseko/ Ms T Sibutha
<u>CLOSING DATE</u>	:	20 July 2018
<u>NOTE</u>	:	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 interviews and technical exercise, the selection panel will recommend candidates to attend a generic managerial Competency Assessment. Applications should be on Z83 form (which should be completed in full, accurately, legibly, signed and dated) and must be accompanied by a comprehensive CV, and originally certified copies of qualifications as well as ID not longer than 3 months (Where a drivers licence is a requirement, a certified copy must be attached). NB: Applicants who do not comply with the above-mentioned requirements, as well as application received after the closing date will not be considered). Requirements stated on the advertised posts are minimum inherent requirements; therefore criterion for shortlisting will depend on the proficiency of the applications received. The Department reserves the right to determine suitable candidate(s) during the Selection process. Confirmation of final appointment will be subject to a positive security clearance. Due to the large number of responses anticipated, correspondence will be limited to short listed candidates only. Short listed candidates will be contacted within three weeks after the closing date. Applicants who have not been contacted during this period may regard their applications as unsuccessful.

OTHER POSTS

<u>POST 26/63</u>	:	<u>ASSISTANT DIRECTOR: SLP REF NO: DMR/18/0006</u>
<u>SALARY</u>	:	R444 693 per annum Level 10
<u>CENTRE</u>	:	Limpopo Regional Office, Polokwane
<u>REQUIREMENTS</u>	:	A recognised, appropriate Bachelor's degree in Social Science Development, Economics, Social Science, Industrial Science OR equivalent qualification coupled with a minimum of 3 years relevant experience PLUS the following key competencies: Knowledge: Mineral and Petroleum Resources Development Act 2002 (Act 28 2002) and Mining Charter Employment Equity Act, 1998, Skills Development Act, 1998, Labour Relations Act, 1995 Human Resource Development and Socio Economic Development; Knowledge of managing downscaling General administration within the public service; Skills: Negotiation and conflict resolution, Sound Interpersonal and management leadership, Computer literacy, Sound written and verbal communication, Ability to work as part of a team as well as independently, Ability to interpret and analyse legislation, Good organisational and Ability to work under pressure; Communication: Ability to interact with persons on various levels. Sound report writing skills and Presentation skills; Creativity: A creative, assertive and confident approach. Ability to analyse problems, Recommend innovatively corrective actions to exert vision and foresight in dynamics of Social and Labour Plan, Innovative, self driven and independent person; Valid Driver's licence. Ability to work under pressure and beyond official hours.
<u>DUTIES</u>	:	Adjudicate the Social and Labour Plans. To ensure the implementation, co – ordination and monitoring of the local economic development programmes as captured in the accepted Social and Labour Plans. To ensure the implementation and monitoring of skills development in the Mining industry. To ensure effective management of downscaling and retrenchments. To provide information services regarding Social and Labour Plan issues to the Department and interested and affected parties. To co–ordinate and review annual reports submitted by mines. To conduct annual inspections in the mines. Liaise with organisation of state, interested and affected parties.
<u>ENQUIRIES</u>	:	Ms N Dlamini ☎015 287 4704
<u>NOTE</u>	:	Applicants without a driver's licence will not be considered. Coloureds, Indians a well as people living with disabilities are encouraged to apply.

POST 26/64 : **ASSISTANT DIRECTOR: SYSTEMS APPLICATIONS REF NO: DMR/18/0007 (X2 POSTS)**

SALARY : R444 693 per annum Level 10
CENTRE : Head Office, Pretoria
REQUIREMENTS : An appropriate Degree \ National Diploma in Information Technology\Computer Science. A minimum of 3 years Software Development experience is required. Knowledge and experience of .net or JAVA is required. Enterprise\Solution\technical Architecture exposure will be advantage PLUS the following key competencies: Knowledge: net (ASP, MVC, HTML, CSS, Javascript) WebSite content management EDMS (i.e. Sharepoint) Database design (i.e. MS SQL), GIS System Analysis Tools and techniques, SDLC, Application Testing, Solution Design techniques Skills: Analytical skills, Programming Skills, Interpersonal skills, Training skills, Workshop facilitation skills, Problem Solving skills, Team Working; Project Management, Research /skills, People Management skills; Creativity: Ability to organize /prioritise/initiate work activities/gather information/perform well under pressure/learn quickly and be innovative.

DUTIES : Development experience in multiple languages including Java, JavaScript, RESTful web services, .net and forth generation languages. Participate in planning, definition, and high-level design of the solution. and explore solution alternatives. Identify and maximise opportunities to use information technology to improve services. Investigate, analyse and develop Departmental processes and systems. Co-ordinate/ facilitate user acceptance testing and training workshops. Introduction of modern technologies for system improvements. Implement information security protocols and regulation. Promote the use of technology as a key enablers for service delivery and transformation. Mentor and guide junior Developers\Analysts.

ENQUIRIES : Mr Kgoroshi Malefo ☎012 444 3086
NOTE : Shortlisted candidates will be required to write a competency test. Coloureds, Indians as well as people living with disabilities are encouraged to apply.

POST 26/65 : **SYSTEMS APPLICATION DEVELOPER REF NO: DMR/18/0008**

SALARY : R242 475 per annum Level 07
CENTRE : Head Office; Pretoria
REQUIREMENTS : An appropriate Bachelor's Degree \ National Diploma in Information Technology, Programming and System Analysis experience plus the following key competencies coupled with: Knowledge and experience of .net or JAVA is required. ESRI GIS and Magic Software development will be an added advantage. PLUS the following key competencies: Knowledge: SQL, .net (ASP, MVC, HTML, CSS, Javascript) GIS, System Analysis Tools and techniques, SDLC, Application Testing; Skills: Analytical skills., interpersonal skills, Prioritisation skills, Problem Solving skills Team Working, Project Management, Research skills Communication: Good verbal and written communication skills, Ability to communicate at all levels; Creativity: Ability to organize/ prioritise/ initiate work activities/ gather Information/ perform well under pressure/ learn quickly and be Innovative; Other: Self driven, strong work ethic, reliable, honest and a positive attitude.

DUTIES : Investigate and analyse Departmental systems. Identify and maximise opportunities to use information technology to improve services. Develop Functional and Technical specifications. Model systems to identify gaps/shortcomings/duplications. Develop solutions and Test developed solutions. Support Departmental Systems (Magic Software/ GIS/ .Net Applications). Participate in the development, maintenance and implementation of business systems. Introduction of modern technologies for system improvements. Support appropriate deployment of systems in the department. Implement information security protocols and regulation. Provide analytical advice on systems. Promote the use of technology as a key enabler for service delivery and transformation.

ENQUIRIES : Mr Kgoroshi Malefo ☎012 444 3086
NOTE : Shortlisted candidates will be required to write a competency test. Coloureds, Indians as well as people living with disabilities are encouraged to apply.