

DEPARTMENT OF PLANNING, MONITORING AND EVALUATION



- APPLICATIONS** : Applications must be sent to: The Department of Planning, Monitoring and Evaluation (DPME), attention Ms J Mchunu, by mail to Private Bag X944, Pretoria, 0001 or hand delivered at 330 Grosvenor Street, Hatfield, Pretoria. Website: www.dpme.gov.za
- CLOSING DATE** : 24 August 2018 @ 12:00 pm
- NOTE** : The relevant reference number must be quoted on all applications. The successful candidate will have to sign an annual performance agreement and will be required to undergo a security clearance. Applications must be submitted on originally signed Z.83 accompanied by original certified copies of qualification(s), Identity Document, valid driver's license (where driving/travelling is an inherent requirement of the job), proof of citizenship if not RSA citizen, and a comprehensive CV specifying all experience indicating the respective dates (MM/YY) as well as indicating three reference persons with the following information: name and contact number(s), email address and an indication of the capacity in which the reference is known to the candidate. Applicants will be required to meet vetting requirements as prescribed by Minimum Information Security Standards. All copies must be certified in the past 12 months. Failure to submit the above information will result in the application not being considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Reference checks will be done during the selection process. Note that correspondence will only be conducted with the short-listed candidates. If you have not been contacted within three (3) months of the closing date of the advertisement, please accept that your application was unsuccessful. Shortlisted candidates must be available for interviews at a date and time determined by DPME. Applicants must note that pre-employment checks will be conducted once they are short-listed and the appointment is also subject to positive outcomes on these checks, which include security clearance, security vetting, qualification verification and criminal records. Shortlisted candidates will be required to complete a written test as part of the selection process. For salary levels 11 to 15, the inclusive remuneration package consists of a basic salary, the state's contribution to the Government Employees Pension Fund and a flexible portion in terms of applicable rules. SMS will be required to undergo a Competency Assessment as prescribed by DPSA. All candidates shortlisted for SMS positions will be required to undergo a technical exercise that intends to test the relevant technical elements of the job. The DPME reserves the right to utilise practical exercises / tests for non-SMS positions during the recruitment process (candidates who are shortlisted will be informed accordingly) to determine the suitability of candidates for the post(s). The DPME also reserves the right to cancel the filling / not to fill a vacancy that was advertised during any stage of the recruitment process.

OTHER POST

- POST 32/33** **SECTOR EXPERT: SAFETY, SECURITY AND INTERNATIONAL RELATIONS REF NO: 071/2018**
Outcome: Safety, Security and International Relations
- SALARY** : R826 053 – R973 047 all-inclusive salary package per annum (Level 12) The remuneration package consists of a basic salary, the State's contribution to the Government Employees Pension Fund and a flexible portion that may be structured according to personal needs within the relevant framework.
- CENTRE** : Pretoria
- REQUIREMENTS** : An appropriate 3-year tertiary qualification (NQF 6) in the area of Public Administration, Safety and Security, International Relations or equivalent with at least 6 years experience of which 3 years should be in Safety, Security and International Relations sector and 3 years at ASD level. An NQF 7 qualification or specialised training/courses will serve as an added advantage. Competencies / Skills: The ideal candidate should have research capabilities; monitoring & evaluation in the safety, security and international relations sector; Stakeholder engagement & capacity development and

data analysis skills. Should produce good quality of work, be reliable and take initiative. Should have good Interpersonal relations and communication skills, should be flexible and have the ability to work with a team. Planning and execution, leadership skills, the ability to delegate and empower subordinates. Should have management skills and be able to control financial resources and supervise staff. Personal attributes: The incumbent must be assertive and self-driven, innovative and creative, client orientated and customer focused, solution orientated and able to work under stressful situations and possesses the ability to maintain high levels of confidentiality.

DUTIES

: The successful candidate will be responsible for conducting sector analysis and providing technical support to the Outcomes Facilitator in planning, monitoring and evaluation of the Safety, Security and International Relations sector and related activities. This entails monitoring and assessing sector departments performance in relation to the safety, security and international relations outcome and preparing detailed reports and presentations in this regard; Conducting research and policy analysis focussed on and in support of Outcome 3 & 11 and render support to the Outcomes Facilitator in the execution of his/her duties i.e. represent the department and participate in forums and task teams. Provide support to political principles on sector specific issues, support the budget review processes of the National Treasury and keep track of Presidential and Executive M&E interventions; Review and refine procedures for outcomes monitoring and reporting and provide technical support to the departmental evaluations identified through the National Evaluation Plan; Assessment of sectoral annual performance plans. Interact with the Departments of Safety, Security and International relations and other departments and entities to support government initiatives and report on implementation of and progress with government programmes. Ensuring the Directorate's statutory responsibilities in terms of the Public Finance Management Act (PFMA) and DPSA prescripts are adhered to and ensuring effective and efficient Human Resources planning, business/operational and performance annual planning as well as management of procurement within the Directorate and ensuring sound corporate governance mechanisms for the Directorate.

ENQUIRIES

: Ms J Mchunu, Tel No: (012) 312-0462