

**DEPARTMENT OF MINERAL RESOURCES**

<b><u>APPLICATIONS</u></b>	:	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.
<b><u>FOR ATTENTION</u></b>	:	Ms N Maseko/ Ms T Sibutha
<b><u>CLOSING DATE</u></b>	:	31 August 2018
<b><u>NOTE</u></b>	:	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. 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. 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.

**MANAGEMENT ECHELON**

<b><u>POST 33/09</u></b>	:	<b><u>CHIEF DIRECTOR: ENFORCEMENT AND COMPLIANCE REF NO: (DMR/18/0033)</u></b>
<b><u>SALARY</u></b>	:	R1 127 334 per annum Level 14 (All-inclusive package)
<b><u>CENTRE</u></b>	:	Head Office, Pretoria
<b><u>REQUIREMENTS</u></b>	:	An appropriate NQF Level 7 qualification as recognized by SAQA with five (5) years relevant experience at Senior Management level PLUS the following key competencies: Knowledge: Environmental legislation; Skills: Interpersonal relations, Stakeholder engagement, Financial Management, Problem solving, Analysis; Communication: Excellent communication skills particularly with the drafting of pre-directives, directives, pre-compliance notices, compliance notices and legal correspondences; Creativity: Ability to visualise and initiate strategic solutions to trends in non-compliance and incidents of illegal mining and environmental crimes.
<b><u>DUTIES</u></b>	:	Ensure implementation of business processes and project management. Ensure compliance and enforcement with environmental and waste management legislation. Ensure investigation of environmental crimes and prosecution where necessary. Ensure application of relevant sanctions. Co-operate with environmental enforcement stakeholders.
<b><u>ENQUIRIES</u></b>	:	Adv. Mmadikeledi Malebe ☎012 444 3977/3939
<b><u>NOTE</u></b>	:	Coloureds, Indians as well as people with disabilities are encouraged to apply.
<b><u>POST 33/10</u></b>	:	<b><u>DIRECTOR: LICENSING AND LEGAL COMPLIANCE (CENTRAL REGIONS) REF NO: (DMR/18/0034)</u></b>
<b><u>SALARY</u></b>	:	R948 174 per annum Level 13 (All-inclusive package)
<b><u>CENTRE</u></b>	:	Head Office, Pretoria
<b><u>REQUIREMENTS</u></b>	:	An appropriate NQF Level 7 qualification as recognized by SAQA coupled with five (5) years relevant experience at middle/senior management level and a valid driver's licence PLUS the following key competencies: Knowledge: In depth

understanding and knowledge of the minerals and mining industry. The regulatory regime affecting the minerals and mining industry. Government policies and legislation. Public administration, legislation and management. The processing of rights in terms of the Mineral and Petroleum Resources Development Act, (Act 28 of 2002) as amended and operational functions of a manager. Financial management; Skills: Analytical thinking, Information management, Computer literacy, Customer focus and responsiveness, Problem solving, Interpersonal skills, Strategic thinking, Good communication skills, Negotiations and conflict resolution skills, Ability to work under pressure, management skills; Communication: Good communication skills (verbal, writing and liaison); Creativity: Ability to analyse situations and embark on appropriate course of action as circumstances demand. Creativity: creativity and decision maker.

**DUTIES** : Stakeholder engagements to build relationship (community, labour, business and other government departments. Coordination of policy, legislation and guidelines inputs from Mineral Regulation. Provide a specialized Social Labour Plan Services. Monitoring and evaluation of implementation of relevant legislation related to Social and Labour Plans (SLPs). Coordination, identification and implementation of Social and Labour Plan training and development. Provide a specialized Mine Economic Services.

**ENQUIRIES** : Adv. Mmadikeledi Malebe ☎012 444 3977/3939

**NOTE** : Coloureds, Indians as well as people with disabilities are encouraged to apply.

**POST 33/11** : **INFORMATION TECHNOLOGY ARCHITECHT REF NO: (DMR/18/0035)**

**SALARY** : R948 174 per annum Level 13 (All-inclusive package)

**CENTRE** : Head Office, Pretoria

**REQUIREMENTS** : A Masters Degree in Computer Science, Information Systems or a related study coupled with five (5) years relevant experience at middle/senior management level PLUS the following key competencies: Knowledge: In depth understanding and knowledge of the minerals and mining industry. The regulatory regime affecting the minerals and mining industry. Government policies and legislation. Public administration, legislation and management. The processing of rights in terms of the Mineral and Petroleum Resources Development Act, (Act 28 of 2002) as amended and operational functions of a manager. Financial management; Skills: Communication of EA concepts and tracking progress toward the future state that relies heavily on models. Familiarity with MDM, BI, and data warehouse design and implementation techniques. Understanding of the differences between metadata, taxonomies and ontologies, as well as of the challenge of applying structured techniques to less structured sources. Business domain, data/content and process understanding. Effective conceptualisation, pattern recognition and teaming skills. Design-Thinking Skills. Data-Modelling and information classification expertise at the enterprise level. Ability to access rapidly changing technologies and apply them to the business needs. System Integration. Ability to analyse project, Program and portfolio needs, as well as to determine the resources needed to achieve objectives and outcome cross-functional barriers. Communication/facilitation- Present ideas clearly and effectively facilitate discussions. Persuasive. Planning, Organizing and problem-solving skills. People Management. Consensual building skill. Strategic capability and leadership skills. Project management and research skill. Understanding policy development and implementation. Monitoring and Evaluation, Project management and research skill, Understanding policy development and implementation, Monitoring and Evaluation; Communication: Good Listener and Communicator (written and verbal) Assertive and able to communicate with people at different levels; Creativity: Organisational Knowledge Custodianship; Managing, Coaching and empowering others, Problem Solving, Self-driven and Innovative; Other: Applying pragmatic thinking architecturally to the organisation's business environment, and envision the relevant business implications and scenarios involved.

**DUTIES** : Develop, Implement and maintain department's Enterprise Information Architecture model for the Department. Champion all processes regarding the development of information technology (ICT) policies and procedures in line with national policies. Investigate the department information systems to bridge gaps

between the current and future state and develop road maps for the orderly transition. Lead the Department in exploiting technology and use knowledge of information technology solutions to drive organisational change and support business design. Lead all projects emanating from the department's enterprise information architecture model. Provide strategic support and advice to business analysts, System Developers, Data Managers, ICT Security and network infrastructure units. Attend and fully participate in the Departmental ICT Strategic and intergovernmental committees and forums.

**ENQUIRIES** : Ms C Leso ☎ 012 444 3865  
**NOTE** : Coloureds, Indians a well as people with disabilities are encouraged to apply.

**POST 33/12** : **DIRECTOR: SYSTEMS DEVELOPMENT AND MAINTENANCE REF NO: (DMR/18/0036)**

**SALARY** : R948 174 per annum Level 13 (All-inclusive package)  
**CENTRE** : Head Office, Pretoria  
**REQUIREMENTS** : An appropriate (NQF 7) qualification as recognized by SAQA coupled with five (5) years relevant experience at middle/senior management level PLUS the following key competencies: Knowledge: System design, development, implementation, and user support principles and practices, Ability to manage spatial information, Enterprise Architecture Frameworks, Full understanding of the structures of and management processes within the mineral development branch, Management skills, Budget Control, Administrative records keeping; Skills: Communication SDM concept and tracking process toward the future state that relies heavily on models. Familiarity with MDM, BI and data warehouse design and implementation techniques ontology's, as well as of the challenge of applying structured techniques to less structured sources. Business domain, data/content and process understanding, Effective conceptualisation, pattern recognition and teaming skills, Design – Thinking skills, Data-Modelling and information classification expertise at the enterprise level, Ability to access rapidly changing technologies and apply them to the business needs, System Integration, Ability to analyse project, Program and portfolio needs, as well as to determine the resources needed to achieve objectives and outcome cross-functional barriers, Communication/facilitation -Present ideas clearly and effectively facilitate discussions, Persuasive, Planning, Organising and problem solving, People management, Consensual building skill, Strategic capability and leadership skills, Project management and research skill, Understanding policy development and implementation, Monitoring and evaluation; Communication: Communication between government departments, business organizations and institution at executive level; Creativity: Organisational Knowledge Custodianship, Managing, Coaching and empowering others, Problem solving, Applying pragmatic thinking architecturally to the organisation's business environment, and envisional the relevant business implications and scenarios involved. The shortlisted candidates will undergo practical assessment.

**DUTIES** : Manage the activities of the Directorate. Improvement, maintenance and implementation of information systems. Website development and maintenance. Procurement and implementation of systems. Development, maintenance and implementation of custom-made systems. Information technology functional support and advice. Development, maintenance and implementation of policies and strategies pertaining to business and information systems. Provide strategic leadership with regard to business and information systems. Provide advice and guidance on the interpretation and application of the Department's strategy and policies on business and information systems. Promote the utilisation of technology as key enablers for service delivery and transformation. Manage the Directorate.

**ENQUIRIES** : Ms C Leso ☎012 444 3865  
**NOTE** : Coloureds, Indians a well as people with disabilities are encouraged to apply.

**POST 33/13** : **REGIONAL MANAGER REF NO: (DMR/18/0037)**

**SALARY** : R948 174 per annum Level 13 (All-inclusive package)

- CENTRE** : Limpopo Region, Polokwane
- REQUIREMENTS** : An appropriate NQF level 7 qualification as recognized by SAQA coupled with relevant experience of which 5 years must have been at a Middle Management or Senior Managerial level PLUS the following key competencies: Knowledge: In-depth knowledge of the Mineral and Petroleum Resource Development Act 2002 (Act 28 of 2002) as amended Mining Charter, PFMA, NEMA, Mining Titles Registration Act and B-BBEEE Act, Public Service Act, other previous and current statuses relevant to mining minerals and environment, Law of Contracts and Interpretation of Statutes, Administrative law in the mining industry in South Africa , policies and law relative to governing the Public Service; Skills: Supervision, management and leadership, motivational, presentation and conflict resolution skills; Communication: (verbal and written); Creativity: Innovative thinker, Logical Objective, Accurate Diplomatic.
- DUTIES** : Effective implementation and administration of the Minerals and Petroleum Resources Act (MPRDA) Implementation and management of effective and procedures and management of all administrative, financial and personnel matters. Provision of effective environmental management, implementation of Social and Labour Plans and Mining and Prospecting work programmes/plans and monitoring & evaluation of compliance. Management of land use and ensure rural and urban development through social plan. Mining community relations management, and conflict resolution & community capacity building. Ensuring the meaningful economic participation of Historically Disadvantaged South Africans and communities in the mining economy and management their value in the economy. Provide support and give advise to the Deputy Director-General: Mineral Regulation and the Minister.
- ENQUIRIES** : Ms M Kobe ☎(012 444 3962
- NOTE** : Coloureds, Indians a well as people with disabilities are encouraged to apply.