

DEPARTMENT OF COOPERATIVE GOVERNANCE

The vision of the Department of Cooperative Governance is one of having a well co-ordinated system of Government consisting of National, Provincial and Local spheres working together to achieve sustainable development and service delivery. The Department intends to invest in human capital, increase integrated technical capacity directed at service delivery and promote representivity in the Department through the filling of these posts. The candidature of persons whose appointment/transfer/promotion will promote representivity will therefore receive preference.

- APPLICATIONS** : May be posted to URS Response Handling, P O Box 11506, Tiegerpoort, 0056; submitted electronically via email: cogta27@ursonline.co.za or via fax: 086 415 5709.
- FOR ATTENTION** : URS Response Handling Tel No: 012 811 1900
- CLOSING DATE** : 16 November 2018
- NOTE** : The successful candidate will be appointed subject to positive results of the security clearance process and the verification of educational qualification certificates. Applications must be submitted on a signed Z83 Form (application form), obtainable from any Public Service department website, and should be accompanied by a comprehensive CV as well as certified copies of ID and all qualifications. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation. Incomplete applications or applications received after the closing date will not be considered. It is important to note that it is the applicant's responsibility to ensure that all information and attachments in support of the application are submitted by the due date. Failure to attach the signed Z83 form, certified copies of ID and all qualifications will result in automatic disqualification. Due to the large number of responses anticipated, correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of the advertisement, please accept that your application has been unsuccessful. Thank you for the interest shown in the Department.

OTHER POST

- POST 43/05** : **ASSISTANT DIRECTOR: DISASTER RISK MANAGEMENT EDUCATION, TRAINING, AWARENESS AND RESEARCH REF NO: 25006/01**
- SALARY** : R356 289 per annum
- CENTRE** : Centurion
- REQUIREMENTS** : A three-year Bachelor's degree or National diploma in Disaster Risk Management/Education/Training, Public Administration or equivalent qualification. A minimum of 3 to 5 years experience in Disaster Risk Management, Education, Training and Development. Generic Competencies: Planning and organising, coordination, problem solving and decision making, project management, client orientation and customer focus, team leadership, diversity management, communication (verbal and written). Technical Competencies: Policy and legislation relevant to the Disaster Risk Management function in South Africa, research methodology, management of contracts and quality assurance, skills development legislation, policies and strategies, the Intergovernmental System and the IGR Framework and IGR Framework Act (2005).
- DUTIES** : The incumbent will perform the following duties: Provide analytical, logistical and administrative support for the rollout of the National Education and research needs and resources analysis for Disaster Management. Support the review and implementation of an Integrated National Disaster Management Education and Training Framework for South Africa. Facilitate formal and informal Disaster Risk Management capacity building for professionals, learner practitioners and officials in government. Advocate and promote public awareness in the implementation of the Disaster Management Act (2002) and Framework (2005). Facilitate the development and implementation of the Disaster Management research agenda.
- ENQUIRIES** : Ms ER Tau Tel No: (012) 848 4614