

DEPARTMENT OF ENVIRONMENTAL AFFAIRS

<u>APPLICATIONS</u>	:	The Director-General: Department of Environmental Affairs, Private Bag X447, Pretoria, 0001 or hand-delivered to: Environment House, Erf 1563 Arcadia Extension 6, Cnr Soutpansberg and Steve Biko Road, Arcadia, Pretoria
<u>FOR ATTENTION</u>	:	Mr I Letshedi
<u>CLOSING DATE</u>	:	10 December 2018
<u>NOTE</u>	:	Application must be submitted on a signed Z83 form with a copy of a comprehensive CV, certified copies of qualifications, ID document and a valid Driver's License in order to be considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). The National Department of Environmental Affairs is an equal opportunity, affirmative action employer. Correspondence will be limited to successful candidates only. Short-listed candidates will be subjected to screening and security vetting to determine their suitability for employment, including but not limited to: Criminal records; Citizenship status; Credit-worthiness; Previous employment (reference checks); and Qualification verification. Shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job. Following the interview and the technical exercise, the Selection Panel will recommend candidates to attend a generic managerial competency assessment in compliance with the DPSA Directive on the implementation of competency based assessments. Furthermore, the person appointed to this position will be subjected to a security clearance, the signing of a performance agreement and an employment contract. For more information regarding the requirements and duties, please visit our website at www.environment.gov.za . Click on vacancies and ensure you follow the correct link to the position of interest. The Department reserves the right not to make an appointment. No e-mailed, faxed or late applications will be considered. If you have not been contacted within three 3 months after the closing date of the advertisement, please accept that your application was unsuccessful.

MANAGEMENT ECHELON

<u>POST 47/05</u>	:	<u>CHIEF DIRECTOR: HUMAN CAPITAL MANAGEMENT REF NO: COO04/2018</u> This is a re-advertisement and candidates who responded to the initial advertisement may still apply
<u>SALARY</u>	:	R1 189 338 per annum (All-inclusive annual remuneration package). The package includes a basic salary (70% of package), the State's contribution to the Government Employees Pension Fund (13% of basic salary) and a flexible portion, which can be structured according to the individual's personal needs.
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	An undergraduate qualification in Human Resource Management (NQF level 7) as recognised by SAQA or an equivalent relevant qualification. A relevant postgraduate qualification and an understanding of the Public Service environment will be advantageous. Minimum of 5 years of experience at senior managerial level. Relevant and extensive work experience in the complete range of Human Resources functions. Knowledge and understanding of Human Resource legislation and regulatory frameworks. Proven strategic management and leadership skills. People management skills. Change management skills. Experience and skills in policy development and implementation. Financial management skills. Good communication skills (verbal and written). Good interpersonal, co-ordination and stakeholder liaison skills.
<u>DUTIES</u>	:	The successful candidate will provide overall strategic direction and leadership to the Chief Directorate: Human Capital Management and perform the following key functions. Provide an effective and comprehensive strategic Human Resources support service to the Department. Ensure the development and implementation of an HR plan/strategy for the Department. Ensure the effective implementation and co-ordination of the Department's transformation priorities (employment equity, gender, disability, youth and children's programmes). Oversee the

development and implementation of appropriate Human Resource policies and procedures. Maintain and enhance an effective employee performance management and employee relations systems and processes. Ensure the development and implementation of effective talent recruitment and retention strategies. Oversee training and development for the Department. Manage organisational development processes.

ENQUIRIES

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Mr G Ntshane Tel No: (012) 399 8628