

**PROVINCIAL ADMINISTRATION: NORTHERN CAPE
OFFICE OF THE PREMIER**

- APPLICATIONS** : Please forward the applications for the post quoting the relevant reference number to: Executive Manager, Human Resources Management, Private Bag X5016, Kimberley, 8300 or hand deliver at JW Sauer Building, Office of the Premier, Ground Floor (Security).
- FOR ATTENTION** : Ms. M. Tlaetsi: Chief Director: Human Resource Administration
- CLOSING DATE** : 21 December 2018
- NOTE** : The NC Provincial Government is an equal opportunity, affirmative action employer, and women and persons with Disabilities are encouraged to apply. During appointment the Office of the Premier will consider its Employment Equity Plan. Applications must be submitted on form Z83, obtainable from any Public Service Department and should be accompanied by originally certified copies (date not later than three (3) months) of qualifications as well as a comprehensive CV in order to be considered, failure to comply with these instructions will disqualify applications from being processed. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). No faxed applications will be accepted. The successful candidates will be subject to a process of security vetting and verification of qualification. All applicants should please note that correspondence will be limited to successful candidates only, if you have not been contacted within six (6) weeks after the closing date of this advertisements, please accept that your application was unsuccessful. The Office of the Premier reserves the right not to fill the posts.

OTHER POSTS

- POST 49/171** : **CHIEF TOWN AND REGIONAL PLANNER REF NO: CTRP/PR/2018**
- SALARY** : R854 154 per annum (Salary in accordance with the OSD for Engineers)
- CENTRE** : Kimberley
- REQUIREMENTS** : B. Degree in Urban/Town and Regional Planning or relevant Post Graduate degree, 6-10 years' experience in post registration in Town and Regional Planning experience required. Compulsory registration and must be in good standing with The South African Council for Planners (SACPLAN) as a Professional Town and Regional Planner on appointment and a valid driver's license. A Masters Degree will count as an advantage. Competencies: The following key competencies and skills are required for the position: Programme and Project Management, Town and Regional legal and operational compliance, Town and Regional systems and principles, Town and Regional planning processes and procedures, Process knowledge and skills, Research and development, Computer-aided applications, Creating high performance culture, Technical consulting, Professional judgement, Accountability. Strategic Management and direction, Analytical, Creativity, Self-management, Communication and listening, Advance computer skills, Language proficiency, Knowledge Management, Negotiation, Change Management. A valid driver's license.
- DUTIES** : The successful candidates will be responsible for the following: Lead and manage the application of Town and Regional planning principles in land development. Provide technical assistance to professional teams on all aspects regarding Town and Regional planning projects. Monitor the implementation of development in compliance with applicable legislation and town and regional planning standards and guidelines. Manage the compilation and adoption of technical and planning standards, norms and guidelines. Formulate and interpret planning legislation, guideline, policies and regulations. Ensure that that Provincial Spatial Development Frameworks and other provincial spatial legislation is aligned to the Provincial Growth and Development Plan and guarantee the spatial representation thereof. Management of funds to meet the Medium Term Expenditure Framework (MTEF) objectives within the town planning environment/services. Manage the commercial value add to the discipline-related programmes and projects. Facilitate the compilation of innovation proposals to ensure validity and adherence to

organisational principles. Compile risk logs and manage significant risk according to sound risk management practice and organisational requirements. Manage and implement knowledge sharing initiatives e.g. short-term assignments and secondment within and across operations, in support of individual development plans, operational requirements and return on investment. Continuously monitor the exchange and protection of information between operations and individuals to ensure effective knowledge management according to the Office of the Premiers objectives.

ENQUIRIES : Ms. J. Meyer Tel No: (053) 838 2541

POST 49/172 : **MANAGER: PROVINCIAL RESEARCH SERVICES AND DEVELOPMENT – GOVERNANCE REF NO: DD/PRSD/2018**

SALARY CENTRE : R697 011 per annum (Level 11)
: Kimberley

REQUIREMENTS : Applicants should be in possession of a relevant Post Graduate Degree in Public Management & and related fields or a Post Graduate Degree (Honours degree) in Political Science, coupled 3-5 years Junior Management Experience in the Research and Policy and Planning environment. A Masters Degree in relevant fields will count as an added advantage. Competencies: The following key competencies and skills are required for the position: Advanced Qualitative Research analytical skills; Ability to conduct data analysis –advanced knowledge of qualitative methodological techniques; Advanced Knowledge of Research Methodology, and the management of joint research projects; Advanced skills in conducting Governance Analysis; Analytical skills, writing skills and drafting of proposals; Knowledge of the latest developments in Governance and Development theory and practice with a comprehensive understanding of the government policy environment.

DUTIES : The successful candidates will be responsible for the following: Develop governance research, impact assessment and evaluations agenda; Coordinate and facilitate governance research activities on provincial and sector specific programmes that support evidence based decision making; Establish partnerships with all spheres of government, academia, research institutions and communities of practice; Maintain repository of research products and ensure the provision of archiving; Develop research capacity within the Provincial Administration.

ENQUIRIES : Ms. J. Meyer Tel No: (053) 838 2541

POST 49/173 : **MANAGER: PROVINCIAL RESEARCH SERVICES AND DEVELOPMENT – ECONOMIC REF NO: DD/PRS/2018**

SALARY CENTRE : R697 011 per annum (Level 11)
: Kimberley

REQUIREMENTS : Applicants should be in possession of a Post Graduate in Economics, statistics, social science and or other related Post Graduate degree coupled with 3-5 years Junior Management Experience in research, policy and planning environments. A Masters Degree in relevant fields will count as an added advantage. Competencies: The following key competencies and skills are required for the position: Ability to conduct data analysis –advanced knowledge of quantitative methodological techniques; Advanced Knowledge of Research Methodology, and the management of joint research projects; Advanced skills in conducting Economic Analysis; Analytical skills, writing skills and drafting of proposals; Experience with software such as Quantec, Global Insight, SAM, Excel and Open source tools; Knowledge of the latest developments in Economic and Development theory and practice with a comprehensive understanding of the government policy environment; Ability to work within a multi-disciplinary research environment.

DUTIES : The successful candidates will be responsible for the following: Develop economic research, impact assessment and evaluations agenda; Coordinate and facilitate economic research activities on provincial and sector specific programmes that support evidence based decision making; Establish partnerships with all spheres of government, academia, research institutions and communities of practices. Strategic Planning, Maintain repository of research products and ensure the

provision of archiving; Develop research capacity within the Provincial Administration.

ENQUIRIES : Ms. J. Meyer Tel No: (053) 838 2541

POST 49/174 : **GISC PROFESSIONAL REF NO: GISCP/PR/2018**

SALARY : R585 366 per annum (Salary in accordance with OSD for Engineers)

CENTRE : Kimberley

REQUIREMENTS : GISc post graduate degree or equivalent post graduate qualification (degree). Compulsory registration with PLATO and SACPLAN in the category of Professional GISc Practitioner and 3-5 years post registration GISc professional experience. Competencies: The following key competencies and skills are required for the position: GISc implementation; Geo database design and repository management; Geo statistical analysis; Standard development and policy formulation; Technical report writing; Spatial analysis knowledge; GIS applications; Legal requirements and compliance; High level spatial design and modelling. Organisational; Process knowledge; Systems maintenance; Mobile equipment operating; Open Access; Advanced computer skills; Interaction and communication. A valid driver's license.

DUTIES : The successful candidates will be responsible for the following: Strategic management of the institutional GISc function. Provide strategic direction and leadership on GISc activities. Strategically profiling and positioning GISc functions within the Office of the Premier. Plan and manage the establishment of GISc unit. Plan, coordinate and facilitate GISc project activities. Monitor and evaluate GISc function within the Province. Ensure compliance with relevant legislation and policies. Manage compliance and setting up of applicable standards. Identify underlying strategic issues and implement appropriate GISc responses. Oversee the process of advance spatial analysis and modelling for institutional strategic guidance. Recommend the best possible policy direction and service delivery priorities. Conduct research. Provide overall framework for research and development activities. Provide standards, specification and service levels according to organisational objectives. Provide implementation guidance on new GIS innovations. Ensure GIS implementation. Supervise the development of GIS and technical systems.

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