

**DEPARTMENT OF SCIENCE AND TECHNOLOGY**

*The Department of Science and Technology is an affirmative action employer and people with disabilities are encouraged to apply for these positions.*

- APPLICATIONS** : The Chief Director: Human Resources, Private Bag X894, Pretoria, 0001, or hand-deliver them to the Department at Building 53, CSIR Campus, Meiring Naudé Road, Brummeria.
- CLOSING DATE** : 25 January 2019
- NOTE** : Applications must be accompanied by a signed Z83 form and up-to-date curriculum vitae (including three contactable referees) as well as recently certified copies of all qualifications and the applicant's identity document. It is the responsibility of applicants to have any foreign qualifications verified by the South African Qualifications Authority. Correspondence will be limited to shortlisted candidates, who will be interviewed on a date and at a time specified by the Department. The Department reserves the right not to make an appointment, to withdraw, re-advertise or fill by way of transfer or deployment if in the interests of service delivery. Suitable candidates will be subjected to personnel suitability checks while confirmation of permanent appointment will be subject to the applicant receiving a positive security clearance and confirmation of the applicant's qualifications. All shortlisted candidates for Senior Management Service (SMS) positions will be subjected to a technical exercise and the Department will communicate logistics. Following the interview and 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 assessment, and using the mandated DPSA SMS competency-assessment tools).

**MANAGEMENT ECHELON**

- POST 01/11** : **DEPUTY DIRECTOR-GENERAL: RESEARCH DEVELOPMENT AND SUPPORT REF NO: DST 1/1/2019**
- SALARY** : R1 446 378 - R1 629 348 per annum (All-inclusive remuneration package). The package includes a basic salary (70%) and a flexible portion that may be structured in terms of the applicable guidelines.
- CENTRE** : Pretoria
- REQUIREMENTS** : An undergraduate and a postgraduate qualification (NQF level 8) in Natural Science, or Engineering. Minimum of 8 years working experience at a Senior Management level within the management of science, technology and engineering. The applicants must have sound knowledge and understanding of the following: National System of Innovation (NSI), Public Finance Management Act and Treasury Regulations, Departmental policies and strategies, government priorities and policy formulation, Public Service Act and Regulations, National Research and development Strategy (NRDS), National Human Capital Development, Science and Technology Infrastructure and research environment. The incumbent should also possess extensive knowledge of a wide range of activities such as Financial Management, Project Management, Change Management, Knowledge Management, Service Delivery Innovation (SDI), People Management and Empowerment, Client Orientation & Customer focus and Communications. The incumbent must be able to work under pressure, be innovative and creative, analytic and critical thinking, and have good interpersonal relations and ability to network for the benefits of the department.
- DUTIES** : The successful candidate will be required to provide overall strategic leadership and management within the programme. Provide strategic leadership on entity oversight and reporting. The incumbent will be required to formulate, implement and manage programmes aimed at improving the supply and retention of scientists in the NSI, in alignment with relevant government imperatives. Oversee and guide performance of DST entities in implementing DST strategies on human capital development in alignment with relevant imperatives. Formulate, implement and coordinate all research and innovation infrastructure investment programmes on

behalf of the DST, including development of policy and funding instruments in alignment with relevant government imperatives. Facilitate strategic partnerships and programmes nationally, internationally to develop new research infrastructure and access to new research infrastructure. Oversee and guide performance of DST entities in implementing DST strategies on research infrastructure development in alignment with relevant government imperatives. Formulate, implement and manage programme aimed at promoting research in basic sciences across the National System of Innovation, in alignment with relevant government imperatives. Oversee and guide performance of DST entities in implementing DST strategies in support of research development, in alignment with relevant government imperatives. Promote development and strengthening of foundational disciplines in natural, human and social sciences. Oversee the development of geographic advantage and other strategic sciences as they emerge. Promote the role of public research institutions in support of geographic advantage sciences. Oversee functions of the National Indigenous Knowledge Act. Oversee functions of the Astronomy Management Authority in line with the Astronomy Geographic Advantage Act. Formulate, implement and manage science engagement programmes, in alignment with relevant government imperative. Oversee and guide performance of DST entities in implementing DST strategies on science engagement, in alignment with relevant government imperatives.

- ENQUIRIES** : Ms Rhulani Ngwenya Tel No: 012 843 6301
- POST 01/12** : **DEPUTY DIRECTOR-GENERAL: INSTITUTIONAL PLANNING AND SUPPORT REF NO: DST 2/1/2019**
- SALARY** : R1 446 378 - R1 629 348 per annum (All-inclusive remuneration package). The package includes a basic salary (70%) and a flexible portion that may be structured in terms of the applicable guidelines.
- CENTRE REQUIREMENTS** : Pretoria  
: An undergraduate and a post graduate qualification (NQF level 8) in Social Science or Business Administration. Minimum of 8 years working experience at a Senior Management level within Operations Management or Research or relevant environment. Recognizable experience in Project Management, people and resources management. The applicants must have sound knowledge and understanding of the following: National System of Innovation (NSI), government priorities and policies such as Public Finance Management Act (PFMA), Public Service Regulations Act (PSA), Public Service Regulations (PSR) and Treasury Regulations. The incumbent should also have excellent understanding of good corporate governance, government priorities, Internal Audit Activity Charter and Minimum Information Security Standards, Risk Management, Occupational Health and Safety Standards 85/1994 and National Development Plan. The incumbent should possess extensive knowledge of a wide range of activities such as Financial Management, Project Management, Change Management, Knowledge Management, Service Delivery Innovation (SDI), People Management and Empowerment, Customer Orientation and Customer focus. The incumbent should also possess the following skills; communication, negotiations, stakeholders management, problem solving and analysis. The incumbent must be able to work under pressure, be innovative and creative, analytic and critical thinking, and have good interpersonal relations and ability to network for the benefits of the department.
- DUTIES** : The successful candidate will be required to provide overall strategic leadership and management within the programme. Provide strategic leadership on entity oversight and reporting. The incumbent will be required to oversee all parliament, cabinet, cluster related activities, and advise the DG on policy implications. Manage all preparations for portfolio committees and cabinet processes. Manage the administration in the ODG and operations of EXCO, OPCO and MMM. Oversee MTEF strategic planning for both the department and its entities. Drive and oversee the implementation of the departmental strategic goals. Ensure proper coordination and integration of programmes and projects across the department. Oversee the development and implementation of communication strategies and forge partnership with the departmental stakeholders. Ensure the profiling of the department brand in collaboration with entities. Oversee the

**ENQUIRIES**

development of the internal audit plan and oversee the execution of internal audits within the department. Oversee the development and implementation of the risk management plan and strategy including the five-year rolling strategy based on the risk assessment of the department.  
: Ms Rhulani Ngwenya Tel No: 012 843 6301