OFFICE OF THE PUBLIC SERVICE COMMISSION

The Office of the Public Service Commission is an equal opportunity, representative employer. It is the intention to promote representivity (race, gender and disability) in the Public Service through the filling of positions. Candidates whose appointment/transfer/promotion will promote representativeness will therefore receive preference. Persons with disability are especially encouraged to apply. An indication of representativeness profile by applicants will expedite the processing of applications.

APPLICATIONS: Forward your application, stating the relevant reference number to: The Director-General, Office of the Public Service Commission, Private Bag X121, Pretoria, 0001 or hand-deliver at Commission House, Office Park Block B, 536 Francis Baard Street, Arcadia, Pretoria or you can email your application to recruitment@opsc.gov.za.

FOR ATTENTION: Mr M Mabuza

CLOSING DATE: 15 February 2019, 15h45.

NOTE: Applications must be submitted on Form Z.83 obtainable from any Public Service department and should be accompanied by a recent updated comprehensive CV, certified copies of qualifications, Identity Document and driver’s license. Should you be in possession of a foreign qualification(s), it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). The successful candidate will be required to obtain a top secret clearance issued by the State Security Agency. The OPSC will verify the qualifications and conduct reference checking on short-listed candidates. Candidates will be subjected to Competency Assessment to determine their suitability for the post. Please take note that late applications will not be accepted. Correspondence will be limited to short-listed candidates only. Short-listed candidates will be subjected to a practical test. If you have not been contacted within 3 months of the closing date of this advertisement, please accept that your application was unsuccessful. All short-listed candidates for SMS post will be subjected to a technical exercise that intends to test the relevant technical elements of the job, logistics of which will be communicated by the office of the Public Service Commission. Following the interview and technical exercise, the selection panel will recommend a candidate to attend a generic managerial competency assessment (in compliance with the DPSA Directives on the competency based assessments). The competency will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools.

OTHER POST

POST 03/24: ASSISTANT DIRECTOR: INFORMATION SYSTEMS REF NO: ASD/IS/02/18

SALARY: R356 289 per annum (Level 09) (excluding benefits)

CENTRE: Head Office, Pretoria

REQUIREMENTS: The Public Service Commission requires the services of a technically experienced person to support it to fulfill its constitutional mandate and for this purpose she/he should have. A National Diploma/Degree in Information Technology or related field (New NQF Level 6 or 7). At least 3 – 5 years’ experience of working with HTML, ASP, ASP.NET JavaScript, Administering Microsoft SQL 2012, 2014, 2016 and SharePoint administration is required. At least 3 – 5 years’ experience in programming. At least 3 – 5 years’ experience in working with Transversal systems BAS, PERSAL, LOGIS (user support). Knowledge and certification in IT project management will be an added advantage. A valid driver’s license.

DUTIES: Asses the feasibility of proposals for new systems as presented by users. Prepare user requirements specification documents. Design and develop new systems, test and implement using SDLC methodology. Support users and maintain existing systems. Support SharePoint environment. Formulate programming changes in response to business needs. Initiate and document code changes. Prepare programme descriptions and documentation. Ensure that all changes follow the prescribed Change Management procedure before deployment into production environment. Provide first line support on all developed systems, including liaising with service provider. Provide support for the Data warehouse including writing
queries, creating reports and providing user support. Manage Service Level
Agreements with internal and external stakeholders

ENQUIRIES : Mr E Masango Tel No: (012) 352 1125