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 representivity will therefore receive preference. Persons with disability are especially encouraged to apply. An indication of representivity 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 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: 08 March 2019, 15:45pm

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. Correspondences will be limited to shortlisted candidates. If you have not been contacted within 3 months of the closing dates of this advertisement, please accept that your application was unsuccessful. Please take note that late applications will not be accepted. All shortlisted 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 Committee will recommend a candidate to attend a generic managerial competency assessments (in compliance with the DPSA Directive on the competency based assessments). The competency will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools.

MANAGEMENT ECHELON

POST 06/73: CHIEF DIRECTOR: SERVICE DELIVERY AND COMPLIANCE EVALUATIONS REF NO: CD: SDCE/02/2019

SALARY: R1 189 338 per annum (All-inclusive remuneration package). The package includes a basic salary (70% of package), State’s contribution to the Government Employees Pension Fund ((13% of basic salary) and a flexible portion of 30% that may be structured in terms of applicable rules. The successful candidate will be required to enter into a performance agreement within three months after assumption of duty.

CENTRE: Head Office, Pretoria

REQUIREMENTS: Ideal candidate’s profile: The successful candidate must have an appropriate recognized Bachelor’s Degree or equivalent qualification (NQF level 7) in the field of Public Management, Public Administration and Social Sciences. A relevant post graduate qualification will be an added advantage. 5 years’ relevant experience in a senior management post. An experienced evaluator/policy analyst/researcher, preferably specialising in the organisation and administration, governance and management of institutions, underpinned by the nine principles in section 195 of the Constitution. Knowledge and experience in the application of the provisions of the relevant legislation and regulations that govern the Public Service. Strong research and research supervision skills. Excellent project management and problem solving abilities. Exceptional understanding of the policy environment within which Public Service delivery takes place. Excellent communication (written and verbal)
skills. Financial Management skills. Good people management skills and the ability to work with and across teams. Good liaison skills and the ability to manage relations with different stakeholders. Sufficient computer skills in Microsoft Office Suite e.g. Excel, Word and PowerPoint. A Valid Driver’s License (with exception of disabled applicants).

**DUTIES**

Conduct and manage evaluations of the organisation and administration of the public service (Organisation and administration include all the institutional characteristics that determine the performance of the public service, including the regulatory framework, service delivery model, governance framework, policies, structures, systems and processes). Conduct and manage service delivery evaluations and inspections. Conduct and manage evaluations of the compliance of public service departments with the nine principles governing public administration in section 195 of the Constitution. Provide conceptual leadership to the component. Ensure that the performance targets of the component are achieved. Manage resources efficiently and effectively in accordance with Public Service policies and prescripts.

**ENQUIRIES**

Ms I Mathenjwa Tel No: 012 352 1109