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.

ANNEXURE L

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. (Applicants must bring their ID/driver's licence/passport to get access to the department.)

CLOSING DATE: 10 May 2019

NOTE: Applications must be accompanied by a signed Z83 application for employment 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 (SAQA). Evaluation by SAQA should accompany all foreign qualifications. The department reserves the right not to make an appointment and correspondence will be limited to shortlisted candidates, who will be interviewed on a date and at a time specified by the department. 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. All shortlisted candidates for Senior Management Service (SMS) positions will be subjected to a technical exercise as part of the selection processes. Recommended candidates would 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). It is the department’s intention to promote representatively (race, gender and disability) within the department and candidates whose appointment would promote representivity would receive preference.

MANAGEMENT ECHELON

POST 15/47: CHIEF DIRECTOR: HUMAN CAPITAL AND SCIENCE PROMOTION

SALARY: R1 189 338 – R1 422 012 per annum (all-inclusive remuneration package)

CENTRE: Pretoria

REQUIREMENTS: An undergraduate qualification (minimum NQF 7) in natural/physical science. A master's degree in research would be an added advantage. Minimum five years' working experience at senior managerial level within a research environment. Sound knowledge of the Public Finance Management Act, Treasury Regulations including all governance legislation. Understanding of the national system of innovation, corporate governance systems. Advance skills in Policy formulation, analysis & implementation. Knowledge of research training, support and funding value chains. Strategic capability and leadership, programme and project management, financial management, change management, people management and empowerment, service delivery and innovation, customer orientation and service delivery, problem solving, communication (written, presentation and verbal). Ability to work under pressure, to function independently and as part of a team. Demonstrate innovation and creativity, be diplomatic, excellent negotiation skills, relationship management stakeholder engagement skills.

DUTIES: Provide leadership in the conceptualization, implementation and monitoring of human capital development programmes. Facilitate conceptualization of research strategies and programmes and manage the resourcing of research support initiatives. Provide oversight in the management of science engagement programmes. Provide strategic leadership within the sub-programme and ensure efficient and effective management of human, financial and physical resources.

ENQUIRIES: Ms Duduzile Magampa Tel No: 012 843 6701
## POST 15/48
### DIRECTOR: PRIVATE SECTOR RESEARCH AND DEVELOPMENT PROMOTIONS

**SALARY**: R1 005 063 – R1 183 932 per annum (all-inclusive remuneration package)
**CENTRE**: Pretoria
**REQUIREMENTS**: An undergraduate qualification (minimum NQF 7) in science, commerce, engineering or law. Minimum five years' working experience at middle or senior management level in a scientific, technological research & development or industrial incentives programmes. Good understanding of Science and Technology policies. Excellent understanding of the institutional landscape, government programmes for investment in research and development innovation, the Income Tax Act, relevant intellectual property legislation and incentives both nationally and internationally. In-depth understanding of relevant terminology and industrial activities for research, development and innovation together with policy analysis and impact evaluation approaches. Strategic capability and leadership, programme and project management, financial management, change management, people management and empowerment, service delivery and innovation, customer orientation and service delivery, problem solving, communication (written, presentation and verbal). Ability to work under pressure independently and as part of a team. Engage in relationship management and stakeholder management. An excellent negotiation with strong research formulation and analysis skills.

**DUTIES**: Develop strategy and policies to promote and support private sector research and development activities. Manage and implement incentives to promote private sector research, development and innovation. Monitor performance and introduce continuous improvements in the implementation of the research and development tax incentive programme. Promote awareness to increase private sector investment in research and development. Promote effective and efficient management of the directorate.

**ENQUIRIES**: Ms Dolly Masuku Tel No: 012 843 6692

## POST 15/49
### DIRECTOR: ADMINISTRATION IN THE OFFICE OF THE DEPUTY DIRECTOR-GENERAL (X2 POSTS)

**SALARY**: R1 005 063 – R1 183 932 per annum (all-inclusive remuneration package)
**CENTRE**: Pretoria
**REQUIREMENTS**: An undergraduate degree (minimum NQF level 7) in business management/public administration. Minimum five years' working experience at middle or senior management level within administration. Sound understanding of corporate governance systems, policy analysis and implementation. Understanding of the Science and Technology system in South Africa and internationally, including the relevant legislation and policies. Excellent knowledge of financial and change management policies, strategic and planning processes, information management and business process optimization. Strategic capability and leadership, programme and project management, financial management, change management, people management and empowerment, service delivery and innovation, customer orientation and service delivery, problem solving, communication (written, presentation and verbal). Research formulation, analysis and stakeholder management. Ability to work under pressure, whether independently and as part of a team including extended hours, diplomacy. Ability to gather information and conduct analysis, excellent negotiations skills, innovation and creativity.

**DUTIES**: Provide financial management and oversight functions within the programme. Facilitate strategic and operational planning within the programme. Ensure sound administration and coordination across the programme and adequate programme liaison with stakeholders. Promote efficient information management and processing, planning and reporting, and compliance monitoring within the programme. Promote effective and efficient Human Resource Management within the programme.

**ENQUIRIES**: Ms Dolly Masuku Tel No: 012 843 6692
POST 15/50 : DIRECTOR: EMERGING AND CONVERGING TECHNOLOGIES

SALARY : R1 005 063 – R1 183 932 per annum (all-inclusive remuneration package)

CENTRE : Pretoria

REQUIREMENTS : An undergraduate degree (minimum NQF level 7) in natural or physical science. A postgraduate qualification will be added advantage. Minimum five years’ working experience at middle or senior management level within the Science and Technology innovation and a research environment. Good understanding of national science, innovation and corporate governance systems. Knowledge of emerging and converging technology trends, policy analysis and implementation. Knowledge of government policies and relevant legislation. Sound knowledge and understanding of the Public Service Regulation Act and Public Finance Management Act. Strategic capability and leadership, programme and project management, financial management, change management, people management and empowerment, service delivery and innovation, customer orientation and service delivery, problem solving, communication (written, presentation and verbal). Ability to work under pressure, whether independently and as part of a team including extended hours, diplomacy. Ability to gather information and conduct analysis, excellent negotiations skills, service delivery innovation and creativity.

DUTIES : Facilitate emerging, converging technologies in support of national, departmental policies and strategies. Manage the development of emerging and converging technologies and the implementation of plans. Oversee the development of instruments of planning e.g. technology road mapping. Development of appropriate and robust performance measurement and reporting mechanisms. Provide effective and efficient management of Human and financial resources.

ENQUIRIES : Ms Dolly Masuku Tel No: 012 843 6692