DEPARTMENT OF COOPERATIVE GOVERNANCE

The vision of the Department of Cooperative Governance is one of having a well co-ordinated system of Government consisting of National, Provincial and Local spheres working together to achieve sustainable development and service delivery. The Department intends to invest in human capital, increase integrated technical capacity directed at service delivery and promote representivity in the Department through the filling of these posts. The candidature of persons whose appointment/transfer/promotion will promote representivity will therefore receive preference.

CLOSING DATE: 14 June 2019

NOTE: The successful candidate will be appointed subject to positive results of the security clearance process and the verification of educational qualification certificates. Applications must be submitted on a signed Z83 Form (application form), obtainable from any Public Service department website, and should be accompanied by a comprehensive CV as well as certified copies of ID and all qualifications. It is the applicant’s responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation. Incomplete applications or applications received after the closing date will not be considered. It is important to note that it is the applicant’s responsibility to ensure that all information and attachments in support of the application are submitted by the due date. Failure to attach the signed Z83 form, certified copies of ID and all qualifications will result in automatic disqualification. Due to the large number of responses anticipated, correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of the advertisement, please accept that your application has been unsuccessful. Thank you for the interest shown in the Department.

OTHER POSTS

POST 18/02: DEPUTY DIRECTOR: SPATIAL PLANNING DISTRICTS AND REGIONS REF NO: 26172/01

SALARY: R733 257 per annum (Level 11) (An all-inclusive remuneration package)

CENTRE: Pretoria


DUTIES: The incumbent will perform the following duties: Manage and implement integrated planning through the development of a national policy framework. Implement support programmes for municipal planning and manage a targeted IDP support programme for municipalities. Development of systems, processes and measures to build strategic capacity of municipalities to implement the IDP. Implement effective systems to enhance the full participation of national and provincial Government and other stakeholders in the IDP processes. Evaluate and report on integrated development planning.

ENQUIRIES: Ms S. Malaza Tel No: (012) 395 4661

APPLICATIONS: May be posted to URS Response Handling, P O Box 11506, Tijgerpoort, 0056; submitted electronically via email: cogta44@ursonline.co.za or via fax: 086 415 5709.

FOR ATTENTION: URS Response Handling Tel No: 012 811 1900
POST 18/03 : SUPPLY CHAIN PRACTITIONER: ASSET MANAGEMENT REF NO: 26172/02

SALARY : R257 508 per annum (Level 07)
CENTRE : Pretoria

DUTIES : The incumbent will perform the following duties: Maintain the Departmental asset register in terms of: Bar-coding the newly procured assets, capturing the assets in the asset register and updating the register when the movement is taking place and when assets are disposed of. Provide inputs on the preparation of monthly asset reconciliation between LOGIS and BAS. Conduct physical asset verification. Coordinate quarterly asset management reports from Branches.

ENQUIRIES : Ms K. Gulston Tel No: (012) 334 0561
APPLICATIONS : May be posted to URS Response Handling, P O Box 11506, Tijgerpoort, 0056; submitted electronically via email: cogta45@ursonline.co.za or via fax: 086 415 5709.
FOR ATTENTION : URS Response Handling Tel No: 012 811 1900