NATIONAL SCHOOL OF GOVERNMENT

The National School of Government (NSG) as a national department operating a trading entity, is mandated to train and develop public servants as a means to realize the national development objectives of the country and thereby support sustainable growth, development and service delivery. The purpose of the NSG is to build an effective and professional public service through the provision of relevant training interventions.

APPLICATIONS

FOR ATTENTION

Acting Principal: National School of Government, Private Bag X759, Pretoria, 0001

Ms L Raseroka, HR Unit, National School of Government by hand at ZK Matthews Building, 70 Meintjies Street, Sunnyside, Pretoria. E-mailed and faxed applications will not be accepted.

CLOSING DATE

30 August 2019

NOTE

Applications must consist of: A fully completed and signed Z83 form; a recent comprehensive CV; contactable referees (telephone numbers and email addresses must be indicated); the relevant reference number must be quoted on the application. Foreign qualifications must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). All non-SA citizens must attach a certified copy of proof of permanent residence in South Africa. All short listed candidates will be required to submit certified copies of their identity document and qualifications before the interviews. All shortlisted candidates for SMS post will be subjected to a technical exercise that intends to test relevant technical elements of the job. Following the interview the recommended candidates will be required to attend a generic managerial competency assessment. They will also be subjected to personnel suitability checks on criminal record, citizen verification, financial record checks, qualification/Study verification, previous employment verification and also extend to social media accounts to align verifications to comments/behavior by applicant. The National School of Government reserves the right not to make an appointment and to use other recruitment processes. Correspondence will be limited to shortlisted candidates only. The successful candidate will be expected to enter into an employment contract of five years. He/she will also be required to enter into a performance agreement with the Minister for Public Service and Administration within 3 months of appointment and annually thereafter. Suitably qualified and experienced candidates are invited to apply for the following vacant position. The National School of Government will give preference to individuals whose appointment will improve employment equity in the department. In terms of the employment equity targets, preference will be given to African Males, Coloured Males and people with disabilities. Applicants are advised to read Chapter 4 of the Public Administration Management Act of 2014 from the DPSA website regarding the repositioning of NSG to Higher Education institution.

MANAGEMENT ECHELON

POST 29/65

PRINCIPAL: NATIONAL SCHOOL OF GOVERNMENT REF NO: NSG 09/2019

SALARY

commencing at R1 976 533 per annum (An inclusive remuneration package), comprising basic salary (70% of package), contribution to the Government Employee Pension Fund (15% of basic salary) and a flexible portion (salary level 16). A non-pensionable allowance equal to 10% of the annual all-inclusive remuneration package is also payable.

CENTRE

Pretoria

REQUIREMENTS

A relevant undergraduate qualification (NQF level 7) and a post graduate qualification (NQF8) as recognized by SAQA. 8-10 years’ experience at a senior managerial level five years must be as a member of the SMS in the Public Service. Knowledge: Be able to demonstrate sound intellectual knowledge and understanding of the leadership and management of the public sector or a related discipline. Knowledge of public management, administration, human resource practices, corporate governance and financial management. Demonstrate
experience in providing advice to internal and external stakeholders. Extensive knowledge of the South African training and development landscape. In-depth knowledge of the Constitution, government legislation, policies and National Development Plan (NDP). Competencies/skills: Strategic capability and leadership, Programme and project management, Advanced financial management skills, Change management, Knowledge management, Service delivery innovation, Problem solving and strong analysis, Ability to promote adherence to government policy, Organizational design and development, Monitoring and evaluation, People management, Business management, Excellent written and verbal communication skills and ability to interact with people at all levels, Innovative and creative thinking skills and Computer literate. Personal attributes: Independent and self-driven, Reliable, Trustworthy, Honest & Impartial, Ability to maintain a high level of confidentiality and be available for a top level security clearance by State Security Agency (SSA).

DUTIES:
The incumbent will be required to: Provide strategic leadership and direction in delivering the mandate of the NSG: which entails Lead and provide strategic vision and direction in the department, Lead initiatives to develop and align the NSG’s strategy with government regulatory frameworks, Provide strategic leadership and direction by leading the formulation, execution, monitoring and evaluation of the strategic plan of the NSG, and Lead the development and implementation of appropriate policies and regulatory mechanisms to promote integration of government development programmes. Ensure financial sustainability, organizational performance, accountability and compliance: which entails amongst others Serve as the accounting officer of the NSG in accordance with the provisions of the PFMA and in compliance with Government Prescripts, Ensure revenue and training targets of the NSG are achieved, Set norms and standards for financial management, financial reporting and supply chain management services, Lead the NSG financial viability and sustainability, Create, support and participate in appropriate governance structure of the department to promote and facilitate compliance. Overseeing the development, implementation and monitoring of organizational programmes in line with NSG’s strategic plans which entails to lead the establishment of cutting-edge learning and development tools, quality driven curriculum, programmes and services responding to public service needs and training staff development and support, Provisioning of learning and development opportunities influenced by impactful research, strategic diagnosis and monitoring and evaluation, Provisioning of integrated and collaborative network of learning and development institutions and practitioners providing the public with affordable access to quality learning and development opportunities, the development, review, delivery and management of training interventions and to mobilize and lead the NSG senior management team; other staff and external service providers – existing and potential - in delivering appropriate high quality capacity building services of world standard. Provide thought leadership and establish strategic bilateral and multi-lateral local and international partnerships aimed at capacitating the public service: which entails Positioning and profiling the strategic importance of the NSG to key stakeholders and partners, Providing leadership on human resources development locally and internationally, Contributing to the strategic and intellectual discourse on capacity building in the public service domestically and internationally, Undertaking strategic communication with key stakeholders, Mobilizing resources from the donor community and Facilitating the NSG’s engagement in the global knowledge exchange network through mutually beneficial partnerships with institutions on the African Continent and around the world. Provide and support good governance: which entails leading the organizational change and transformation agenda and the provision of corporate management services, Ensuring the NSG as a national department operating a trading entity, with a Vote and a Trade Account adheres to the provisions of the PFMA and Treasury Regulations, Ensuring that the NSG supports the Ministry in leading the Public Service and Administration portfolio, Supporting the Minister of Public Service and Administration in providing reports to various governance and oversight structures; and Serving on governance
structures established by the Ministry and Cabinet. Strengthen the NSG’s organizational capacity and performance to deliver on the mandate which entails inspiring employees and other stakeholders through transformative, ethical and value-based leadership, Ensuring that the NSG is fully resourced, Empowering employees to facilitate operational and decision-making efficiency, Leading and encourage innovation and creativity, Ensuring effective and efficient employee development and performance and management systems and creating a conducive environment through policies and other mechanisms to achieve higher levels of employee engagement and labour peace in the department.

ENQUIRIES:
Ms Zoleka Lamati Tel No: (012) 441 6019
In connection with the applications kindly contact Ms Letty Raseroka Tel No: (012) 441 6626 or Mr Mpho Mugodo Tel No: (012) 441-6017.