DEPARTMENT OF BASIC EDUCATION

The employment decision shall be informed by the Employment Equity Plan of the Department. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s) with a candidate whose transfer/promotion/appointment will promote representativity in line with the numerical targets as contained in our Employment Equity Plan. The Department reserves the right to withdraw posts, if by doing so, the interests of the Department will be best served.

APPLICATIONS
Submitted via post to: Private Bag X895, Pretoria, 0001 or hand-deliver to: The Department of Basic Education, 222 Struben Street, Pretoria Please visit the Department of Education’s website at www.education.gov.za or the Department of Public Service and Administration vacancy circulars at www.dpsa.gov.za

FOR ATTENTION
Ms J Masipa/Ms N Monyela

NOTE
Applications must be submitted on Form Z83 obtainable from any Public Service; Department and must be accompanied by a comprehensive CV and certified copies of ID and qualifications (Certified copies must not be older than 3 months) NB as of 1st July 2006, all new appointments in the public service have to be part of the Government Employee Medical Scheme (GEMS) in order to qualify for a Government Medical Subsidy Correspondence will only be entered into with shortlisted applicants Applications received after the closing date, e-mailed or faxed applications will not be considered (Drivers' License and registration certificate must be attached if required).

MANAGEMENT ECHELON

POST 34/03
CHIEF DIRECTOR: DISTRICT AND SCHOOL LEVEL PLANNING AND IMPLEMENTATION SUPPORT REF NO: DBE/CDDS/PSI/01
Branch: Planning and Delivery Oversight Unit (PDOU)
Chief Directorate: District and School Level Planning and Implementation Support

SALARY
R1 251 183 per annum (All-inclusive remuneration package)

CENTRE
Pretoria

REQUIREMENTS
An appropriate recognised Bachelor's degree or undergraduate qualification (NQF level 7) as recognised by SAQA supported by five (5) years' experience at senior managerial level in high level planning and management At least five (5) years' experience in both planning and delivery of education, at different levels of the system A keen understanding of the education policy environment with a delivery mindset. Excellent communication (verbal and written) skills including proven capacity to produce analytical reports Proven research experience Core Competencies: Strategic capacity and leadership, People Management and Empowerment, Financial Management, Change management.

DUTIES
The successful incumbent will be in charge of a Chief Directorate comprising the following two Directorates: District-level Planning, Monitoring and Implementation Support and School-level Planning, Monitoring and Implementation Support He/she will be required to, lead and manage a team of officials charged with developing and/or strengthening a policy and legislative framework for the effective delivery of quality education in public schools as well as effective support to schools by education districts Put together mechanisms and systems for regular and seamless management of quality education delivery through schools and districts, working with and through provincial departments of education Identify conceptual, capacity or operational challenges to the effective delivery of education Establish a database of experts in areas identified as challenging Establish flexible and immediate intervention systems and processes to ensure immediate intervention in schools and districts when challenges are identified Produce quarterly analytic reports on key challenges and proposed resolution Identify and facilitate the sharing of best practice across the system and Produce occasional papers on key areas of challenge and/or best practice in the sector and internationally Manage multiyear budgets for effective implementation and impact of the work of the Chief Directorate.

ENQUIRIES
Ms J Masipa Tel No: (012) 357 3295/Ms N Monyela Tel No: (012) 3594
NOTE: All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the department. Following the interview and the technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency-based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. The incumbent will have to sign an annual performance agreement as well as annually disclose his/her financial interests and be subjected to a security clearance.

CLOSING DATE: 04 October 2019

POST 34/04: DIRECTOR: GOVERNMENT INFORMATION TECHNOLOGY OFFICER (GITO)
REF NO: DBE/DGITO/02
Branch: Finance and Administration
Chief Directorate: Human Resources and Development, Labour Relations and IT Services
Directorate: Government Information Technology Officer (GITO)

SALARY: R1 057 326 per annum (All-inclusive remuneration package)
CENTRE: Pretoria
REQUIREMENTS: An appropriate recognised Bachelor’s degree or undergraduate qualification (NQF level 7) as recognised by SAQA or equivalent qualification in Information Communication and Technology with five (5) years’ work experience in middle/senior managerial level in the relevant field. Technical competencies: In-depth knowledge and understanding of Information Technology and Information System Operations, SDLC and Application Development, System Security, ICT Software, Computer System Analysis, ICT Assets and Procurement and Network Management. Clear understanding of system architecture, network architecture, server architecture and some building architecture will be an advantage. The candidates should be familiar with the Presidential Operation Phakisa ICT in Education initiative, and how GITO fits in with that initiatives as a key delivery stakeholder on the matter of core applications; service delivery and helpdesk design; and specifically how to ensure that incompatible applications can interact through middleware or appropriate communication protocols, to deliver a seamless single-sign-on environment to serve the needs of basic education. The incumbent will be expected to have to have a future-looking outlook, an ability to adapt to change and implement new solutions, and positive and optimistic view of new technologies such as cloud, block chain and similar. Process competencies: Knowledge Management, Service Delivery Innovation, Problem solving and analysis, Client orientation, and Customer focus. Communication skills: Core Competencies: Strategic capacity and leadership, People Management, and Empowerment, Financial Management, Change management.

DUTIES: The successful candidate will perform the following duties: Represent the Department at GITO council and coordinate Government Wide IT standards in accordance with the DBE IT Governance Framework; Manage the review and approval of appropriate and Service Level Agreements (SLA) with SITA for the DBE; Manage and oversee the incorporated services of SITA in accordance with the SLA’s; Compliance with the corporate governance of ICT Framework prescribed by the DPSA and with Security prescripts, controls and best practices; Manage the development and implementation of ICT policies, Information Technology (IT) guidelines, procedures, plans and standards in line with the Government wide IT strategies and policies; Manage the delivery of ICT infrastructure solution services; Develop financial, budget and business-related analyses related to DBE-wide IT costs and expenditure, as well as future IT needs. Manage help desk support and hands-on user support; Manage the development and implementation of Business Application, data-warehouse, databases and data storage; Manage the Architecture, SDLC and change control of all the DBE’s business applications NSC, LURITS, NEIMS, Funza Lushaka SA SAMS, DBE clouds, Thutong, and any other application which are core parts of Operation Phakisa. The incumbent will be expected to engage with e-learning officials and assist in ensuring the delivery of Operation Phakisa ICT in Education, especially...
cloud solutions, core network functions, VPN capacity, and other functions as may be required.

ENQUIRIES : Ms J Masipa Tel No: (012) 357 3295/Ms N Monyela Tel No: (012) 357 3294
NOTE : All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the department. Following the interview and the technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. The incumbent will have to sign an annual performance agreement as well as annually disclose his/her financial interests and be subjected to a security clearance.

CLOSING DATE : 04 October 2019

OTHER POST

POST 34/05 : ASSISTANT DIRECTOR: DEMAND MANAGEMENT AND SCM
PERFORMANCE REF NO: DBE/52/2019
Branch: Finance and Administration
Chief Directorate: Financial Services, Security, and Asset Management, Logistical Services
Directorate: Logistical Services

SALARY : R470 040 per annum
CENTRE : Pretoria

REQUIREMENTS : Three year relevant post matric qualification (NQF level 6) or equivalent qualification in Public Administration; Supply Chain Management, Procurement, Logistics and/or a finance-related; 3 years’ experience related to Supply Chain (Bids and Acquisition) and 3 years’ experience at supervisory level; Knowledge of PFMA, PPPFA, BBBEE Act, Treasury Regulations, BAS, SCM prescripts and other applicable legislations; Knowledge of procurement policies and relevant legislation prior to awarding contracts; Skills and Competencies: Communication skills both (verbal and written); Computer literacy (Ms Office, Ms Power Point, Ms Word, Ms Excel); Technical and project management skills; Functional ability and working as a team; Good interpersonal relations; Strategic and conceptual orientation; Attention to detail and have numeric skills; Good leadership, organisational and problem solving abilities.

DUTIES : Manage the demand process effectively, including but not limited to: needs assessment, categorisation of commodities; availability of funds, market assessment and industry analysis, identifying methods of procurement, identifying Preferential Procurement Policy objectives, Specifications/Terms of Reference. Ensure compliance to all relevant laws and prescripts, thereby ensuring audit compliance. Ensure timeous reporting on supply chain management information and performance. Provide advice to project managers in reporting on the performance of contracted service providers. Manage contract and quotation register for all awarded contracts. Provide advice on extensions/ expansions and variations of orders/ contracts. Attend to queries related to contracted service providers and facilitate in resolving such queries. Perform any other duties within the Directorate. Establish a filing systems. Staff supervision, training, and development. Establish culture of professionalism and inculcate good working ethics.

ENQUIRIES : Ms J Masipa Tel No: (012) 357 3295/Ms N Monyela Tel No: (012) 357 3294
NOTE : All shortlisted candidates will be expected to demonstrate their skills in a short task as part of the interview and will subjected to a security clearance.

CLOSING DATE : 11 October 2019