ANNEXURE U

PROVINCIAL ADMINISTRATION: NORTHERN CAPE
OFFICE OF THE PREMIER

APPLICATIONS: for the post quoting the relevant reference number to: Senior Manager, Human Resources Administration, Private Bag X5016, Kimberley, 8300 or hand deliver at JW Sauer Building, Office of the Premier, Ground Floor (Security).

FOR ATTENTION: Mr. V. Fredericks

CLOSING DATE: 15 November 2019

NOTE: The NC Provincial Government is an equal opportunity, affirmative action employer, and women and persons with Disabilities are encouraged to apply. During appointment the Office of the Premier will consider its Employment Equity Plan. Applications must be submitted on form Z83, obtainable from any Public Service Department and should be accompanied by originally certified copies (date not later than three (3) months) of qualifications as well as a comprehensive CV in order to be considered, failure to comply with these instructions will disqualify applications from being processed. It is the applicant’s responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). No faxed applications will be accepted. The successful candidates will be subject to a process of security vetting and verification of qualification. It is the applicant’s responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). No faxed applications will be accepted. The successful candidates will be subject to a process of security vetting and verification of qualification. All applicants should please note that correspondence will be limited to successful candidates only, if you have not been contacted within six (6) weeks after the closing date of this advertisements, please accept that your application was unsuccessful. The Office of the Premier reserves the right not to fill the posts.

MANAGEMENT ECHELON

POST 39/216: HEAD OF DEPARTMENT OF ECONOMIC DEVELOPMENT AND TOURISM

REF NO: HOD/DEDAT/10/2019 (Five-year employment contract)

SALARY: R1 521 591 per annum (All-inclusive remuneration package consists of a basic salary and flexible portion structured according to personal needs, plus 10% non-pensionable Head of Department allowance.)

CENTRE: Kimberley

REQUIREMENTS: A relevant post graduate qualification (NQF level 8) as recognised by SAQA supported by at least 8 years’ experience at Senior Management level of which at least 3 years must be with any organ of State as defined in the Constitution, Act 108 of 1996. The successful candidates will champion accelerated, efficient, effective and development oriented service delivery in pursuit of the National Development Plan and the Medium Term Strategic Framework within the over-arching context of the Northern Cape Government’s vision of a Modern, Growing and Successful Province. Competencies: Proven strategic and leadership qualities, project and financial management skills. An innovative person who will ensure the highest standard of service delivery. Excellent problem solving and analytical skills, people management and empowerment attributes. The successful candidate must also display the highest standard of ethical and moral conduct and the ability to communicate at all levels. Moreover, honesty, integrity, analytical thinking and research are pre-requisites. A valid driver’s licence and computer skills, advanced knowledge of relevant legislation such as the Public Finance Management Act (PFMA), Treasury Regulations, Supply Chain Management policy framework, Public Service Act and Regulations are further prerequisites. Inherent Responsibilities As Head Of Department Responsible for all function/duties as Head of Department in terms of the Public Service Act and the Public Service Regulations the successful candidate will be expected to: Develop and implement a departmental strategic plan both for the in year and the MTEF period plus 2 years; Take all the necessary steps to ensure that the department is organized and structured in a manner that will enable the effective and efficient delivery of the Department’s mandate; Be responsible for all functions/duties as Accounting Officer in terms of the Public Finance Management Act and Treasury Regulations; Monitor and ensure compliance with all applicable legislation; Provide strategic management leadership through planning, organizing, monitoring and controlling the performance of the Department. Reporting to the MEC for Finance, Economic Development and
Tourism, the successful candidate will function as the Head of Department with the following main functions.

**DUTIES**
- To lead and coordinate integrated economic planning and development;
- To drive the economic development strategies of the province;
- To facilitate strategies to enhance the competitiveness of priority sectors of the economy, in line with the industrial development strategy;
- Ensuring the collecting, processing, maintaining and reporting on economic and other social data;
- Influencing policy direction for economic and infrastructure development;
- Facilitating sustainable and inclusive economic growth supporting decent and sustainable employment;
- Creating an enabling environment for SMMEs and Co-operatives to succeed in order to improve the quality of life of the people of the Northern Cape Province;
- Stimulating economic growth through industry development, trade and investment promotion;
- Ensuring that businesses in all sectors are regulated and an environment created whereby consumers are effectively protected;
- Ensuring the creation of an enabling business environment that reduces hurdles to business growth, increasing economic investment that subsequently contributes to job creation;
- Promoting and facilitating economic empowerment programmes;
- Ensuring efficient and effective macro tourism planning, industry transformation, quality assurance, regulation, promotion and development of tourism;
- Providing guidance, support and direction in terms of tourism policies, legislation and strategies;
- Ensuring the promotion of a safe and secure environment for visitors and tourism entrepreneurs;
- Promoting and facilitating economic empowerment programmes;
- Ensuring efficient and effective macro tourism planning, industry transformation, quality assurance, regulation, promotion and development of tourism;
- Providing guidance, support and direction in terms of tourism policies, legislation and strategies;
- Ensuring the promotion of a safe and secure environment for visitors and tourism entrepreneurs;
- Ensuring the promotion of Tourism Service Excellence; and developing and implementing a plan to accelerate provincial tourism industry transformation.

**ENQUIRIES**
Ms. G. Matlaopane Tel No: 053 838 2938

**POST 39/217**
HEAD OF DEPARTMENT OF PROVINCIAL TREASURY REF NO: HOD/PT/10/2019
(Five-year employment contract)

**SALARY**
R1 521 591 per annum (All-inclusive remuneration package consists of a basic salary and flexible portion structured according to personal needs, plus 10% non-pensionable Head of Department allowance.)

**CENTRE**
Kimberley

**REQUIREMENTS**
A relevant post graduate qualification (NQF level 8) as recognised by SAQA supported by at least 8 years’ experience at Senior Management level of which at least 3 years must be with any organ of State as defined in the Constitution, Act 108 of 1996. The successful candidates will champion accelerated, efficient, effective and development oriented service delivery in pursuit of the National Development Plan and the Medium Term Strategic Framework within the over-arching context of the Northern Cape Government’s vision of a Modern, Growing and Successful Province. Competencies: Proven strategic and leadership qualities, project and financial management skills. An innovative person who will ensure the highest standard of service delivery. Excellent problem solving and analytical skills, people management and empowerment attributes. The successful candidate must also display the highest standard of ethical and moral conduct and the ability to communicate at all levels. Moreover, honesty, integrity, analytical thinking and research are pre-requisites. A valid driver’s licence and computer skills, advanced knowledge of relevant legislation such as the Public Finance Management Act (PFMA), Treasury Regulations, Supply Chain Management policy framework, Public Service Act and Regulations are further prerequisites. Proven strategic and leadership qualities, project and financial management skills. An innovative person who will ensure the highest standard of service delivery. Excellent problem solving and analytical skills, people management and empowerment attributes. The successful candidate must also display the highest standard of ethical and moral conduct and the ability to communicate at all levels. Moreover, honesty, integrity, analytical thinking and research are pre-requisites. A valid driver’s licence and computer skills, advanced knowledge of relevant legislation such as the Public Finance Management Act (PFMA), Treasury Regulations, Supply Chain Management policy framework, Public Service Act and Regulations are further prerequisites. Inherent Responsibilities As Head Of Department Responsible for all function/duties as
Head of Department in terms of the Public Service Act and the Public Service Regulations the successful candidate will be expected to: Develop and implement a departmental strategic plan both for the in year and the MTEF period plus 2 years; Take all the necessary steps to ensure that the department is organized and structured in a manner that will enable the effective and efficient delivery of the Department’s mandate; Be responsible for all functions/duties as Accounting Officer in terms of the Public Finance Management Act and Treasury Regulations; Monitor and ensure compliance with all applicable legislation; Provide strategic management leadership through planning, organizing, monitoring and controlling the performance of the Department. Reporting to the MEC for Finance, Economic Development and Tourism, the successful candidate will function as the Head of Department with the following main functions.

**DUTIES**

Preparing the Provincial Budget; Exercising control over the implementation of the Provincial Budget; Promoting and enforcing transparency and effective management in respect of revenue, expenditure, assets and liabilities of the Provincial Government, State Institutions and Public Entities; Developing and implementing Fiscal Policies that are consistent with National Macroeconomic and Fiscal objectives; Enforcing the implementation of National and Provincial Treasury norms and standards, including prescribed procurement systems, standards and Generally Recognised Accounting Practice, uniformly classified systems, provisioning, banking, cash management and investment framework policies; Implementing Treasury norms and standards provided for in the Public Finance Management Act (PFMA); Complying with the annual Division of Revenue Act (DORA), monitoring and assessing the implementation of that Act in public entities; Supporting Provincial Government Institutions and Public Entities to build capacity for efficient, effective, and transparent financial management and internal control; Inspecting any system of financial management and internal control applied by Provincial Government Institutions; Intervening by taking appropriate steps to address serious and persistent material breaches of the PFMA by a provincial department or public entity, including the withholding of funds; Implementing Treasury norms and standards provided for in the Municipal Finance Management Act (MFMA); Issuing provincial instructions which are consistent with the PFMA and MFMA; Monitoring compliance with the MFMA by municipalities within the Northern Cape Province; Monitoring the preparation of municipal budgets by municipalities within the Northern Cape Province; Supporting Municipalities to implement the MFMA; and intervening in Municipalities that fail to implement their core mandate.

**ENQUIRIES**

Ms. G. Matlaopane Tel No: 053 838 2938