ANNEXURE E

DEPARTMENT OF HOME AFFAIRS

APPLICATIONS: Applications must be sent in time to the correct address as indicated at the bottom of each post, on or before the closing date. Applications sent to a wrong address and/or received after the closing date or those that do not comply with the requirements, will not be taken into consideration. Applications must be submitted on the Application for Employment Form (Z.83), obtainable from any Public Service department or at www.gov.za and must be accompanied by a comprehensive CV, citing the start and end date (dd/mm/yr) of each employment period to be considered, together with a copy of highest qualification relevant to the post, Certified copies of ID Document and Driver's Licence where relevant. It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the South African Qualifications Authority. All shortlisted candidates for posts on Salary Level 9 and above will be subjected to a technical assessment that intends to test relevant technical elements of the job. All identified candidates on Salary Level 11 and above will further undergo a competency assessment, which applies transversally across the Public Service. All recommended candidates, irrespective of the salary level, will be subject to Employment Suitability Checks (Credit, Criminal, Citizenship, Employment and Reference and Qualification Checks). Candidates who meet the requirements and reside within close proximity of the office where the post is based, will receive preference. Kindly note that, for e-mailed applications, should you not receive an acknowledgement of receipt/confirmation advice, this could mean that your application did not reach us due to the size of the attachments exceeding 2.5MB. Should this occur, we suggest you resend your application in 2 or 3 parts, splitting the attachments accordingly.

CLOSING DATE: 22 November 2019

NOTE: Applications must be sent to the correct address as indicated at the bottom of each post, on or before the closing date. Applications sent to a wrong address and/or received after the closing date or those that do not comply with the requirements, will not be taken into consideration. Applications must be submitted on the Application for Employment Form (Z.83), obtainable from any Public Service department or at www.gov.za and must be accompanied by a comprehensive CV, citing the start and end date (dd/mm/yr) of each employment period to be considered, together with a copy of highest qualification relevant to the post, Certified copies of ID Document and Driver's Licence where relevant. It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the South African Qualifications Authority. All shortlisted candidates for posts on Salary Level 9 and above will be subjected to a technical assessment that intends to test relevant technical elements of the job. All identified candidates on Salary Level 11 and above will further undergo a competency assessment, which applies transversally across the Public Service. All recommended candidates, irrespective of the salary level, will be subject to Employment Suitability Checks (Credit, Criminal, Citizenship, Employment and Reference and Qualification Checks). Candidates who meet the requirements and reside within close proximity of the office where the post is based, will receive preference. Kindly note that, for e-mailed applications, should you not receive an acknowledgement of receipt/confirmation advice, this could mean that your application did not reach us due to the size of the attachments exceeding 2.5MB. Should this occur, we suggest you resend your application in 2 or 3 parts, splitting the attachments accordingly.

MANAGEMENT ECHELON

POST 40/14: DIRECTOR-GENERAL: DEPARTMENT OF HOME AFFAIRS REF NO: HRMC58/19/1
(5 year fixed contract)

SALARY: R1 978 533 - R2 228 820 per annum (Level 16) (All-inclusive salary package) structured as follows: Basic salary – 70% of package, State contribution to the Government Employee Pension Fund 13% of basic salary. The remaining flexible portion may be structured in terms of the applicable remuneration rules.

CENTRE REQUIREMENTS: Head Office, Pretoria

An undergraduate qualification at (NQF level 7) and a postgraduate qualification of (NQF Level 8) as recognised by SAQA. 8-10 years' experience at a senior managerial level (5 years must be as a member of the SMS in the Public Service). Extensive management experience, exceptional ability to innovate thought, vision, drive and strong leadership abilities. Knowledge of the Constitution of South Africa, Public Service Regulatory Framework, Public Finance Management Act and National Treasure. Knowledge of all relevant Departmental Human Resource Frameworks. Understanding of broad-based economic empowerment principles. Knowledge of the principles and techniques of Corporate Governance. Good understanding of Government programme of action and priorities. Proven track record of leading Change Management initiatives. Strategic capabilities and leadership. Service delivery innovation, client orientation and customer focus. People management and development. Programme and project management. Communication. Knowledge and
information management. Decision making and initiation action. Presentation, negotiation and business report writing skills. Problem solving and analysis. Diplomacy, coaching and facilitating and technical skills. On call, extensive traveling and extended working hours are required. Weekend working hours may be required.

**DUTIES**

The successful candidate will be responsible for, amongst others, the following specific tasks: Serve as the Accounting Officer of the Department in line with the PFMA and the established strategic direction of the Department to ensure alignment of business plans with the Annual Performance Plans (APP) of the Department. Provide strategic leadership and high level direction in the effective and efficient management and administration of the Department. Manage and ensure policy analysis, development and implementation. Provide advisory support to the Executive Authority (Minister). Promote inter and intra government relations and participate and represent the Department in various forums. Development and implementation of policy, departmental strategy, procedure, Directive Acts, Regulations and Legislations. Management of resources (physical, human and financial).

**ENQUIRIES**

Ms C Mocke Tel No: (012) 406 4153/082 301 8580

**APPLICATIONS**

Quoting the relevant reference number, direct your Application for Employment Form (Z.83), a comprehensive CV, together with a copy of highest qualification relevant to the post, Certified copies of ID Document and Driver’s Licence, by closing date to: e-mail: DGrecruitment@dha.gov.za

**POST 40/15**

DEPUTY DIRECTOR-GENERAL: COUNTER CORRUPTION AND SECURITY SERVICES REF NO: HRMC58/19/2

Branch: Counter Corruption and Security Services

Re-advertisement and applicants who applied previously and meet the requirements, are kindly requested to reapply

This role will suit a strong decision maker with keen influencing skills who will provide strategic leadership, direction and executive support in provision of Counter Corruption and Security Services within the Department of Home Affairs (DHA)

**SALARY**

R1 521 591 - R1 714 074 per annum (Level 15), (An all-inclusive salary package) structured as follows: Basic Salary- 70% of package; State contribution to the Government Employee Pension Fund – 13% of basic salary. The remaining flexible portion may be structured in terms of the applicable remuneration rules. In addition, a range of competitive benefits are offered.

**CENTRE**

Head Office, Pretoria

**REQUIREMENTS**


**DUTIES**

The successful candidate will be responsible for, amongst others, the following specific tasks: Develop and prepare the strategic plan for the
Department of Home Affairs (DHA). Ensure the development and implementation of the Counter Corruption Strategy, as well as compliance with the legislative and regulatory framework governing Security and Counter Corruption. Provide strategic leadership and expert advice on the interpretation and implementation of the legislation and regulations relating to Counter Corruption and Security. Align and integrate Counter Corruption and Security initiatives, processes and policies to achieve improved efficiency and effectiveness in service delivery. Ensure the development of preventative strategy or measures in order to mitigate identified trends and risks. Ensure the successful investigation and analysis of all identified criminal, employee relations and law enforcement cases. Oversee liaison with all relevant law enforcement agencies to enable the successful prosecution of all cases. Ensure effective resource management within the business unit. Be accountable for the duties as sub-programme manager in terms of the Public Finance Management Act (PFMA) of 1999 and Treasury Regulations. Prepare, monitor and control annual budget so that expenditure is in line with financial requirements and strategy.

ENQUIRIES
Ms C Mocke Tel No: (012) 406 4153/082 301 8580
APPLICATIONS
Quoting the relevant reference number, direct your Application for Employment Form (Z.83), a comprehensive CV, together with a copy of highest qualification relevant to the post, Certified copies of ID Document and Driver's Licence, by closing date to: e-mail: CCrecruitment@dha.gov.za