ANNEXURE E

PROVINCIAL ADMINISTRATION: NORTH WEST
OFFICE OF THE PREMIER

MANAGEMENT ECHELON

POST 08/158 : DIRECTOR: SUPPLY CHAIN, ASSET MANAGEMENT AND TRANSPORT SERVICES REF NO: NWP/OOP/2020/05
Job Purpose: To manage the provision of Supply Chain, Asset Management and Transport Services in the Office of the Premier.

SALARY : R1 057 326 per annum (Level 13) (all-inclusive package)
CENTRE : Mmabatho
REQUIREMENTS : Bachelor’s degree and/or equivalent (NQF level and Credits). Extensive relevant experience of which five years five (5) years must be at deputy director level in the public service. Vast knowledge and experience in Supply Chain Management prescripts and understanding of legislative framework of procedures within Supply Chain Management, Government Transport Management policies, Asset Management strategy and Policy, Asset Management strategy and Policy, Public Finance Management Act/Treasury regulations, Departmental policies, Public Management accounting principles, Knowledge of financial system. Competencies: Strategic capability and leadership, Programme and project management, Financial management, Change management, Knowledge management, Problem solving and analysis, People Management and Empowerment, Client orientation and customer focus and Communication.


ENQUIRIES : Ms. T.M. Mooketsi Tel No: (018) 388 4277

OTHER POST

POST 08/159 : DEPUTY DIRECTOR: PERFORMANCE MONITORING AND REPORTING REF NO: NWP/OOP/2020/06
Job purpose: To Coordinate Provincial Performance Monitoring and Reporting in the NWPG.

SALARY : R733 257 per annum (Level 11) (all-inclusive package)
CENTRE : Mmabatho
REQUIREMENTS : Bachelor’s degree/National Diploma in Public Administration/Public Management and /or equivalent (NQF level and Credits), 6-7 years working appropriate experience of which 3 years should be in Monitoring and Reporting at junior management level (Assistant Director) in the public service. Driver’s license and Computer literacy. Knowledge: Knowledge of Public Service Act, Public Service Regulations, Labour Relations; PFMA, Public Finance Regulations, Framework for Managing Programme Performance Information, Framework for Government Wide Monitoring and Evaluation system, South African Statistical Quality Assessment Framework and Framework for the Development of Strategic plans and Annual Performance Plan (Strategic plans, APP, Operational Plans and Performance Agreements). Skills: The ideal candidate will have proven strategic capability and leadership; project and programme management; presentation skills, good communication skills, problem-solving; report writing, change management and management of diversity in a dynamic transformation and reforming environment.


ENQUIRIES : Ms. P. Kgoroba Tel No: (018) 388 5734
APPLICATIONS: must be forwarded for attention: The Director-General, Office of the Premier, Private Bag X129, Mmabatho, 2735 or hand delivered at the Directorate of Human Resource Management, Second Floor, Ga-rona Building, Mmabatho.

NOTE: The Office of the Premier is an equal opportunity, affirmative action employer and is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. People with disabilities who meet the requirements are encouraged to apply. The Employment Equity plan of the Office will be considered when filling these positions. Applications must be accompanied by fully completed Z83, obtainable from any Public Service Department.

Applications should include certified copies (not older than 6 months) of ID and Qualifications as well as a comprehensive CV with three contactable referees. Failure to submit the required documents will result in your application not being considered. Late, faxed and e-mailed applications will not be considered. Communication will be limited to shortlisted candidates only. The successful candidates for the above positions will be required to undergo personnel suitability checks, which includes, criminal records, citizenship, financial checks, qualification verification by SAQA and previous employment (Reference checks). It is the responsibility of the applicant to make sure that foreign qualifications are evaluated by the South African Qualifications Authority. If you do not hear from the Office three months from the date of the advertisement consider your application unsuccessful. The office reserves the right to not fill the position.

CLOSING DATE: 20 March 2020

DEPARTMENT OF SOCIAL DEVELOPMENT

The North West Department of Social Development is an Equal Opportunity, Affirmative Action Employer and is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability.

APPLICATIONS: The Director Human Capital Management. Department of Social Development, Private Bag X6, Mmabatho 2735 or hand delivered to Provident House Building, University Drive, Mmabatho 2735.

FOR ATTENTION: Human Resource Management

CLOSING DATE: 13 March 2020. All application should reach the Department by 15:30 pm on the closing date. Application received after the closing date will not accepted.

NOTE: Applications must be submitted on form Z83 (obtainable from any Public Service department) and must be accompanied by a compressive C.V (including full particulars of training, educational qualifications, skills competencies and knowledge). All educational qualification will be verified, and they must be certified copies of the original educational certificates. Certified copy of the identity Documents or National Identity Cards must be attached as well. The date on certified stamp must not be older than 3 months. If an applicant wishes to withdraw his or her application, must done in writing and addressed to the Acting Head of Department. Under no circumstances will the Department accept required application documents through facsimile or email. The shortlisted candidates will be subjected to the personnel suitability check, competency assessment, as well as a technical test prior or during the interviews. Incomplete applications will not be considered. Due to the huge number of applications for posts, acknowledgement of receipt of applications will not be done. We will only communicate with candidates to be invited for interviews. It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. The department reserves the rights not to make appointment of position(s). Applicants with foreign qualifications must submit a SAQA Evaluation report on the qualification.

OTHER POSTS
POST 08/160 : INSTITUTIONAL MANAGER REF NO: SD/07/40/19
Chief Directorate: Specialist Social Services
Directorate: Crime Prevention

SALARY : R869 007 per annum (An all-inclusive remuneration package)
CENTRE : Matlosana/Rustenburg: Child and Youth Care Centres

REQUIREMENTS : A bachelor’s degree in social work. A minimum of 10 years' appropriate experience in social work after registration as a social worker with the SACSSP, of which at least 5 years’ should have been at junior management level, i.e. Social work supervisor. A valid driver’s license. Experience in Child and Youth Care (secure care environment) will be an added advantage. Competencies: Computer literacy. An understanding of social welfare policies and people centered development. Programme and project management skills. Analytical and research skills. Innovative and creative. Communication and negotiation skills. Planning, facilitation and presentation skills. Service delivery improvement planning skills. Executive report-writing skills. Through knowledge of the drug master plan and related policies. A valid driver’s license. Provide leadership and management at the institution. Possess in-depth knowledge & experience in facility management.

DUTIES : Develop business plan in line with the strategic objectives of the department. Provide leadership and management at the centre. Provide comprehensive children services according to Children’s Act and Child Justice Act. Manage provision of social, emotional and psychological care services. Provide human resource management and development. Manage health care services. Manage resources [human, physical and financial]. Overall management of administration at the Institution. Promote inter-sectoral and interdepartmental partnerships. Promote linkages between the facility, community and private sector. Monitor the implementation of secure care programmes for children and youth admitted in the centre. Ensure that statutory process in terms of admission and discharge of children are adhered to. Management of child and youth care information management system (CYCA).

ENQUIRIES : Ms O.D Itumeleng Tel No: (018) 388 1693