ANNEXURE L

PROVINCIAL ADMINISTRATION: NORTHERN CAPE
DEPARTMENT OF EDUCATION

APPLICATIONS: Please forward the 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 or email to vfredericks@ncpg.gov.za

CLOSING DATE: 07 August 2020

NOTE: The NC Provincial Government is an equal opportunity, affirmative action employer and aims to achieve gender and disability representivity at HOD level through these appointments. Therefore, we specifically call for suitably qualified women and persons with disability to apply. Considering the restriction on movement and limitation of postal services during the lockdown period, online applications such as emails with the relevant supporting documents e.g. comprehensive CV and qualifications will be accepted via electronic format e.g. Word, pdf, scanned images, etc. Where possible applications must be submitted on form Z83, obtainable from any Public Service Department and should be accompanied by originally certified copies or uncertified copies provided that the original copies must be provided prior the interview. Failure to comply with these pre-conditions will disqualify applications from being processed. It is the applicant’s responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be accordingly communicated by the Department. Following the interview and 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 the competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tool. All shortlisted candidates will further be subjected to a personnel suitability check which includes criminal record checks, verification of qualifications, financial and asset record checks, previous employment verification and citizenship verification. The successful candidate will be required to enter into an annual performance agreement and will have to disclose his/her financial interests annually. As Head of Department, the successful candidate will be subject to a security vetting at top secret level.

POST 18/137: HEAD OF DEPARTMENT FOR EDUCATION REF NO: HOD/DOE/07/2020
(Five-year employment contract)

SALARY: R1 521 591 per annum (All-inclusive remuneration package) (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
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 Education, the successful candidate will function as the Head of Department with the following main functions: Provision of curriculum for ECD & GET in Grades 4 to 9, 10 to 12; Oversee professional teacher development and leadership programmes; Drive curriculum support and special programmes; Ensure the development of assessment policies, rules and regulations; Effective implementation of marking and monitoring processes; Provide cross organizational support in the conduct of the examinations and the management of irregularity; Management and development of question papers and the maintenance of an Item Bank; Ensure the timeous printing, packing and distribution of the examination material; Provision of leadership in the provisioning of teaching and learning support services; Co-ordination, management and implementation of learner social support programmes; Provision of institutional management, governance and support services; Development and management strategies, policies, systems, norms and standards and plans related to immovable assets, equipment & property management; Management of the delivery of the total Infrastructure Programme related to Capex, Minor capital and maintenance projects; Management and rendering an IT and Information Systems; Management and coordination of policy, planning, risk and internal control services; Facilitate the establishment of risk management capacity in the departments; Provision of research & development & monitoring and evaluation of departmental programmes and projects; Provision of Litigation and advisory services; Provision of legislative drafting and ensure compliance; Management of contracts and facilitation of property management; Manage and facilitate Collective Bargaining and dispute resolution processes; Management, development and implementation of labour relations policies, guidelines and processes; Management and provision of Financial Administration and Accounting services; Rendering of Management Accounting and Institutional funding services; Management and provision of Supply Chain and Asset Management services; Support the implementation of appropriate accounting practices and to build Financial Management Capacity in all Provincial Departments; Management and the implementation of financial information management systems and other relevant transversal systems; Monitoring and provision of the implementation of Risk Management; Monitoring and support on compliance in all the provisions of Public Finance Management Act (PFMA), Preferential Procurement Policy Framework Act (PPPFA), Financial Management of Parliament and Provincial Legislatures Act (FMPLA), GRAP, Modified cash standards and other related Acts, regulations and prescripts; Participation in oversight structure engagements and co-ordination of audit committee meetings; Improvement of audit outcomes and development of audit strategies and financial management policies; Oversight of the coordination and preparation of consolidated annual financial statements for departments and public entities; Forster financial management capacity building programmes for the department; Implement and monitor compliance to national and provincial financial norms and standards by the department; Ensuring audit outcomes reflecting financial statements free from material misstatements, free from material findings on non-compliance with legislation; Set the strategic focus of the Northern Cape Department of Education (organisational visioning and direction setting); Provide requisite leadership to senior managers in setting and achieving the goals of the Northern Cape Department of Education (Leading the organisation); Ensure that sound people and financial management practices are adhered to within the Northern Cape Department of Education; Champion the change within the Northern Cape Department of Education; Evaluate the performance of Northern Cape Department of Education on a continuous basis, against pre-determined key measurable objectives and standards; Ensure that the department is organized and structured in a manner that will enable the effective and efficient delivery of the Department’s mandate; Ensure compliance with all applicable legislation; Accountable to the member of the Executive Council for the realization of Government priorities and Intergovernmental Programme of Action; Ensure operational efficiencies and strategic outputs of the Department; Develop and implement an effective and efficient diversity management system within the Northern Cape Department of Education; Ensure integrated governance in terms of the services
and functions of the Northern Cape Department of Education; Ensuring regional and international integration in terms of the services and functions of the Northern Cape Department of Education; Ensuring adherence to the MISS by the Northern Cape Department of Education; Ensuring interface with external role players for effective governance by optimizing communication and stakeholder relationships; Ensure the security threat and risk assessment is conducted for the Department; and to ensure the development and implementation of an Internal Security Policy.

ENQUIRIES : Mr. J. Bekebeke Tel No: (053) 838 2950

DEPARTMENT OF HEALTH

APPLICATIONS : Please forward the 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 or email to vfredericks@ncpg.gov.za

CLOSING DATE : 07 August 2020

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supporting documents e.g. comprehensive CV and qualifications will be accepted via
electronic format e.g. Word, pdf, scanned images, etc. Where possible applications must
be submitted on form Z83, obtainable from any Public Service Department and should be
accompanied by originally certified copies or uncertified copies provided that the original
copies must be provided prior the interview. Failure to comply with these pre-conditions
will disqualify applications from being processed. It is the applicant’s responsibility to have
foreign qualifications evaluated by the South African Qualification Authority (SAQA). All
shortlisted candidates will be subjected to a technical exercise that intends to test relevant
technical elements of the job, the logistics of which will be accordingly communicated by the
Department. Following the interview and 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 the competency based
assessments). The competency assessment will be testing generic managerial
competencies using the mandated DPSA SMS competency assessment tool. All
shortlisted candidates will further be subjected to a personnel suitability check which
includes criminal record checks, verification of qualifications, financial and asset record
checks, previous employment verification and citizenship verification. The successful
candidate will be required to enter into an annual performance agreement and will have to
disclose his/her financial interests annually. As Head of Department, the successful
candidate will be subject to a security vetting at top secret level. No faxed, e-mailed or late
applications will be accepted. 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 advertisement, kindly accept that your application was
unsuccessful.

OTHER POST

POST 18/138 : HEAD OF DEPARTMENT FOR HEALTH REF NO: HOD/DOH/07/2020
(Five-year employment contract)

SALARY : R1 521 591 per annum (All-inclusive remuneration package) (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 postgraduate 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 overarching 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 pre-requisites. Inherent Responsibilities

**DUTIES**

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 Health, the successful
candidate will function as the Head of Department with the following main functions:
Ensuring access to quality and specialized hospital services and the rendering of optimally
responsive Emergency Medical Services within the Northern Cape Province; rendering of
District Health Services (DHS) and strategic health programmes (includes HIV/AIDS, STI,
TB and Maternal and Child health care) within the Northern Cape Province; Ensure the
provisioning of clinical tools to selected PHC facilities to enhance ideal status; Accelerate
the implementation of the HIV and Aids plan through the management of HIV preventative
incidents; Ensure improvement in the management of HIV, TB co-infection, as well as
accelerate the implementation of the TB crisis plan; provide strategic leadership in terms
of the management of health sciences and training within the Northern Cape Province;
Improve human resources for health on the basis of the strategy for human resources for
Health; Setting the strategic focus of the Northern Cape Department of Health
(organisational visioning and direction setting); Providing requisite leadership to senior
managers in setting and achieving the goals of the Northern Cape Department of Health
(Leading the organisation); Ensuring that sound people and financial management
practices are adhered to within the Northern Cape Department of Health; Championing
change within the Northern Cape Department of Health; Evaluating the performance of
Northern Cape Department of Health on a continuous basis, against pre-determined key
measurable objectives and standards; Ensuring audit outcomes reflecting financial
statements free from material misstatements, free from material findings on non-
compliance with legislation, as well as reflecting that the Department has sufficient internal
controls in place; Developing and implementing an effective and efficient supply chain
management system for the Northern Cape Department of Health; Developing and
implementing an effective and efficient diversity management system within the Northern
Cape Department of Health; Ensuring integrated governance in terms of the services and
functions of the Northern Cape Department of Health; Ensuring regional and international
integration in terms of the services and functions of the Northern Cape Department of
Health; Ensuring adherence to the MISS by the Northern Cape Department of Health;
Ensuring interface with external role players for effective governance by optimizing
communication and stakeholder relationships; Management and rendering an IT and
Information Systems; Management and coordination of policy, planning, risk and internal
control services; Facilitate the establishment of risk management capacity in the
department; Accountable to the member of the Executive Council for the realization of
Government priorities and Intergovernmental Programme of Action; Ensure operational
efficiencies and strategic outputs of the Department; Ensure the security threat and risk
assessment is conducted for the Department; and to ensure the development and
implementation of an Internal Security Policy.

**ENQUIRIES**

Mr. J. Bekebeke Tel No: (053) 838 2950

**APPLICATIONS**

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07 August 2020

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disability to apply. Considering the restriction on movement and limitation of postal services during the lockdown period, online applications such as emails with the relevant supporting documents e.g. comprehensive CV and qualifications will be accepted via electronic format e.g. Word, pdf, scanned images, etc. Where possible applications must be submitted on form Z83, obtainable from any Public Service Department and should be accompanied by originally certified copies or uncertified copies provided that the original copies must be provided prior the interview. Failure to comply with these pre-conditions will disqualify applications from being processed. It is the applicant’s responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be accordingly communicated by the Department. Following the interview and 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 the competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tool. All shortlisted candidates will further be subjected to a personnel suitability check which includes criminal record checks, verification of qualifications, financial and asset record checks, previous employment verification and citizenship verification. The successful candidate will be required to enter into an annual performance agreement and will have to disclose his/her financial interests annually. As Head of Department, the successful candidate will be subject to a security vetting at top secret level. No faxed, e-mailed or late applications will be accepted. 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 advertisement, kindly accept that your application was unsuccessful.

MANAGEMENT ECHELON

POST 18/139 : HEAD OF DEPARTMENT FOR ROADS AND PUBLIC WORKS REF NO: HOD/DRPW/07/2020
(Five-year employment contract)

SALARY : R1 521 591 (All-inclusive remuneration package) (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

DUTIES : 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 Roads and Public Works, the successful candidate will function as the Head of Department with the following main functions: To co-ordinate,
monitor and evaluate the implementation of the Expanded Public Works Programme and to develop communities and contractors; To provide administrative, strategic, financial and corporate support services in order to ensure that it delivers on its mandate in an integrated, efficient, effective and sustainable manner; Provision of state vehicles to provincial departments to conduct efficient and effective service delivery; Plan, design, construct, implement, rehabilitate, upgrade, regulate and facilitate the provision of accommodation and other specific needs for client departments and related entities; Manage the provincial property portfolio; Render professional, technical and implementing agent services in respect of buildings and other related infrastructure; facilitate infrastructure planning in the Province; Promote accessible, safe and affordable movement of people, goods and services through the delivery and maintenance of road infrastructure that is sustainable, integrated and environmentally sensitive, which supports social and economic growth through socially just, developmental and empowering processes; Setting the strategic focus of the Northern Cape Department of Roads and Public Works (organisational visioning and direction setting); Providing requisite leadership to senior managers in setting and achieving the goals of the Northern Cape Department of Roads and Public Works (Leading the organisation); Ensuring that sound people and financial management practices are adhered to within the Northern Cape Department of Roads and Public Works; Championing change within the Northern Cape Department of Roads and Public Works; Evaluating the performance of Northern Cape Department of Roads and Public Works on a continuous basis, against pre-determined key measurable objectives and standards; Ensuring audit outcomes reflecting financial statements free from material misstatements, free from material findings on non-compliance with legislation, as well as reflecting that the Department has sufficient internal controls in place; Developing and implementing an effective and efficient supply chain management system for the Northern Cape Department of Roads and Public Works; Developing and implementing an effective and efficient diversity management system within the Northern Cape Department of Roads and Public Works; Ensuring integrated governance in terms of the services and functions of the Northern Cape Department of Roads and Public Works; Ensuring adherence to the MISSF by the Northern Cape Department of Roads and Public Works; and ensuring interface with external role players for effective governance by optimizing communication and stakeholder relationships.

ENQUIRIES: Mr. J. Bekebeke Tel No: (053) 838 2950