

**DEPARTMENT OF MILITARY VETERANS**

*The Department Of Military Veterans Is An Equal Opportunity Affirmative Action Employer. It Is the Department's Intention to Promote Representativity (Race, Gender and Disability) Through the Filling This Post. Candidates Whose Appointment/Promotion/Transfer Will Promote Representativity Will Therefore Receive Preference.*

- APPLICATIONS** : Please forward your applications, quoting the relevant reference number, to the Department of Military Veterans, Private Bag X943, Pretoria, 0001 or hand deliverer at Department of Military Veterans corner 328 Festival & Arcadia Streets, Hatfield, Pretoria, 0001. E-mailed applications can be forwarded to [john.olivier@dmv.gov.za](mailto:john.olivier@dmv.gov.za).
- FOR ATTENTION** : Deputy Director Human Resource Administration
- CLOSING DATE** : 21 August 2020
- NOTE** : Applications must be submitted on a Z83 Form, obtainable from any Public Service department or on the internet at <http://www.info.gov.za/documents/forms/employ.pdf> which must be signed (an unsigned Z83 form will disqualify an application) and should be accompanied by a recently updated, comprehensive CV as well as certified copies (maximum certification of 6 months) of all qualification(s), Matric certificate must also be attached and ID-document and Driver's license (where applicable). Non-RSA Citizens/Permanent Resident Permit Holders must attach a copy of his/her Permanent Residence Permit to his/her application. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). It is the responsibility of the applicant to provide verification of foreign qualifications. Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful. Short listed candidates will be subjected to screening and security vetting to determine the suitability of a person for employment. Successful candidates will be appointed on a probation period of twelve (12) months. According to the DPSA Directive on Compulsory Capacity Development, Mandatory Training Days, requirements for appointment at HOD's should constitute the Executive Induction Programme for HOD's and Structured Exchange/coaching programme endorsed by the National School of Government. The applicant should therefore have a proof that they have registered for the Pre-entry certificate. The cost of the pre-entry certificate is for the candidate's expense. To access the pre-certificate course, please visit: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. The Department reserves the right not to make appointment(s) to the advertised post(s).

**MANAGEMENT ECHELON**

- POST 19/77** : **DIRECTOR-GENERAL: MILITARY VETERANS REF NO: DMV01/07/2020**  
(Five-Year Contract)
- SALARY** : R1 978 533 – R2 228 820 per annum (Level 16) (All inclusive)
- CENTRE** : Pretoria
- REQUIREMENTS** : A Senior Certificate, undergraduate qualification (NQF level 7) and a post graduate qualification (NQF level 8) in Public Administration, Public Management or any other related qualification as recognized by SAQA. Eight (8) to ten (10) years' experience at senior managerial level. At least three (3) years must be with any organ of State as defined in the Constitution, Act 108 of 1996. The candidate must have executive management experience with strong leadership capabilities. Knowledge in Strategic Leadership, Prescripts, policies and business ethics as well as Government wide policies. Ability to interpret and apply policies and legislations. Personal attributes: Interpersonal relations, Integrity, Confidential, Courteous, Responsive, Fairness, Credibility, Commitment and Compassionate. Skills in Report writing, Research, Presentation, Analytical, Motivational, Decision making, Facilitation, Project Management and Strategic planning and management.
- DUTIES** : The candidate will be the Accounting Officer of the Department of Military Veterans who will guide and direct efficient and effective delivery of services to

military veterans. Manage the development and implementation of policies and procedures that will guide the provision of holistic services to military veterans. Provide strategic guidance and leadership in the provision of Military Veterans socio-economic support services. Provide strategic guidance and leadership in the management and coordination of Military Veterans empowerment and stakeholder relations services. Provide oversight and take ultimate responsibility for the planning and the execution of the department's plans and deliverables. Interpret political direction and intent of government and ensure mainstreaming into departmental vision and mission. Provide strategic guidance and leadership in ensuring that the political mandate is given administrative effect. Ensure departmental policies, strategies and business and operational plans of the department are aligned and geared towards improved/ optimal service delivery/service excellence in line with the political mandate. Provide strategic guidance and leadership in the management of the following: Communication services, Strategic Support Services, Financial Management, Budgetary and Assets Management, Internal Audit, Risk Control and Compliance Services, Corporate Support Services, A special projects and programmes, proper delegation of authority, controls and accountability. Administration of statutory powers and delegated authority. Ensure that the department renders its services in an accountable and transparent manner. Manage consultative commitments as the Director General of Department. Serve as an interface between the parliament, elected officials and the Department. Manage Intergovernmental and Stakeholder Relations.

**ENQUIRIES**  
**NOTE**

- : Mr J. Olivier Tel No: (066) 064 8174
- : All shortlisted candidates for SMS posts may be subjected to a technical exercise that intends to test relevant technical element of the job, the logistics of which will be communicated by the department. Following the interview and possible technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment. 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.