

DEPARTMENT OF HIGHER EDUCATION AND TRAINING

CLOSING DATE : 04 September 2020

NOTE : Please ensure that you take note of the disclaimer under each advert pertaining to the sending of applications during the various lockdown levels. Ensure that you use the correct e-mail address as set in each advert. Applications with supporting documentation, including a signed Z83 form should be emailed to the respective email addresses. Applications sent to incorrect email addresses will regrettably not be considered. Requirements of applications: Applications must be submitted on a Z83 form obtainable on the internet at www.gov.za/documents and must be accompanied by (1) a comprehensive CV, and (2) certified copies of all qualifications (including matriculation), Identity Document, valid driver's licence (where is required). It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Candidates whose appointments promote representativity in terms of race, gender and disability will receive preference. All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. The successful candidate(s) will be required to undergo a Competency Assessment. One of the minimum entry requirement for SMS position is the pre-entry certificate. For more details on the pre-entry course visit: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. The Candidate(s) will be required to sign an annual performance agreement, disclose his/her financial interests and be subjected to security clearance. If you have not been contacted within three (3) months of the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, qualification/study verification and previous employment verification). Applications received after the closing date will not be considered.

MANAGEMENT ECHELON

POST 20/01 : **DEPUTY DIRECTOR-GENERAL: COMMUNITY EDUCATION AND TRAINING REF NO: 74/07/2020**

Re-advertised and candidates who had previously applied may re-apply

SALARY CENTRE REQUIREMENTS :

R1 521 591 per annum (Level 15) (All-Inclusive Remuneration Package)

Pretoria

An appropriate Bachelor's Degree/Advanced National Diploma (NQF level 7 as recognised by SAQA) with a strong education policy and/or a community development focus and experience. A post-graduate qualification (NQF Level 8 as recognised by SAQA) with extensive relevant experience. A minimum of 8 years' experience at managerial level with 3-5 years at Senior Management. Knowledge and experience in the Post-School Education and Training (PSET) system will be an advantage. Demonstrable public, private sector or community sectors leadership acumen. Experience in the areas of community and worker education and training development, project planning, and implementation. Understanding the role of the CET sector in skills development. Strong stakeholder engagement skills, with strategic management and leadership capabilities. Knowledge of the constitutional, legislative and policy frameworks in the public sector. A valid driver's license and willingness to travel the country on a regular basis.

DUTIES :

Skills & Competencies: Management skills including people management and empowerment, and experience in managing multi-disciplinary teams. Ability to provide strategic direction and leadership, including forging partnerships with relevant stakeholders in the sector (e.g. Local and provincial government, trade unions, community organisations). The ability to create an environment for high performance culture and staff development. Deep understanding of key policy imperatives of the PSET sector and its governance frameworks, with project management skills. Excellent interpersonal and communication skills (written and verbal) and the ability to communicate with diverse audiences. Highly developed negotiation and conflict management skills. Good computer literacy skills. The successful candidate will be reporting to the Director-General, and will be responsible for strategic leadership, including supervising staff and the

direction of the Department in the delivery of the core mandate and strategic priorities for the sector, as set out by the Minister. Ensure capacity-building and support to the management, council, and worker and student leadership in CET Colleges; lead quality improvements and innovations in teaching and learning, including lecturer development and support; managing the financial as well as human resources of the Branch. Disclaimer: Considering restrictions on travel during phases 5 to 2 of lockdown levels, you are encouraged to email your application with the relevant supporting documentation. You must quote the reference number in the subject line. The successful candidate will not be appointed before completion of the Pre-entry Certificate for SMS positions as prescribed by the DPSA.

**ENQUIRIES
APPLICATIONS**

: Mr R Kgare / Mr D Moyane Tel No: (012) 312 5442 / 5165
: Email your application to email address: DHET74072020@dhet.gov.za

POST 20/02

: **DEPUTY DIRECTOR-GENERAL: TECHNICAL AND VOCATIONAL
EDUCATION AND TRAINING (TVET) REF NO: DHET/01/07/2020**

Re-advertised and candidates who had previously applied may re-apply

**SALARY
CENTRE
REQUIREMENTS**

: R1 521 591 per annum (Level 15) (All-Inclusive Remuneration Package),
: Pretoria
: An appropriate Bachelor's degree/advanced National Diploma (NQF Level 7 as recognised by SAQA) and postgraduate qualification (NQF level 8 as recognized by SAQA), preferably a Master's degree, with a strong policy and development planning focus. Minimum of 8 years proven experience at management level, with 3-5 years at senior management level in the vocational education and training or human resources development sectors. Experience in TVET colleges or Skills Planning sectors will be an advantage, including demonstrable experience in the successful forging of closer working relationships between the TVET College Sector and Industry. Knowledge of the role of the TVET college sector in skills development and innovation. Good understanding of the strategic nature, governance and role of the post-school education and training system within the economy. Solid understanding of the impact of technological changes on the nature of work. Strong stakeholder engagement skills with well-developed strategic management and leadership capabilities. A thorough understanding of the policy and administrative processes within the public service. Knowledge of key education legislation in the post-school education and training sector. A valid driver's license.

DUTIES

: Skills & Competencies: The ability to create an environment for high-performance culture and work ethic among staff. Programme and project management skills, and ability to manage diverse stakeholders (including government, industry, university sector, labour, co-operatives, SETAs and SMEs). The successful candidate will report to the Director-General and be responsible for strategic leadership, including supervising staff and the direction of the Department as well as for delivery on the core mandate of the sector as set out by the Minister. In addition, the successful candidate must build confidence and provide leadership to TVET colleges and facilitate the development of strong partnerships with worker and student leadership in the TVET college sector. Disclaimer: Considering restrictions on travel during phases 5 to 2 of lockdown levels, you are encouraged to email your application with the relevant supporting documentation. You must quote the reference number in the subject line. The successful candidate will not be appointed before completion of the Pre-entry Certificate for SMS positions as prescribed by the DPSA.

**ENQUIRIES
APPLICATIONS**

: Mr R Kgare / Mr D Moyane Tel No: (012) 312 5442 / 5165
: Email your application to email address: DHET01072020@dhet.gov.za

POST 20/03

: **DEPUTY DIRECTOR-GENERAL: PLANNING, POLICY AND STRATEGY
REF NO: DHET 134/07/2020**

Re-advertised and candidates who had previously applied may re-apply)

**SALARY
CENTRE
REQUIREMENTS**

: R1 521 591 per annum (Level 15) (All-Inclusive Remuneration Package)
: Pretoria
: An appropriate Bachelor's Degree/advanced National Diploma (NQF Level 7 as recognised by SAQA) and postgraduate qualification (preferably a Master's degree), with a strong policy and capability in programme planning, monitoring and evaluation. Minimum of 8 years proven experience at senior management level, with at least 3-5 years of those in planning, monitoring and evaluation.

Knowledge of infrastructure planning and resourcing and the post-school education and training sector, will be an advantage. The ideal candidate should have knowledge and experience at a senior level of public sector strategic planning processes; monitoring and evaluation frameworks; research methodologies and government budgeting frameworks. Demonstrable public sector leadership and management acumen. Good understanding of the functioning of the sector, its contribution to the National Development Plan, and understanding of the department and its entities. Ability to lead and manage our national qualifications framework and lead the mainstreaming of post-school education and training sector.

DUTIES

: Skills & Competencies: Production of a skills development strategy and planning capabilities for the department, to support government's developmental and economic priorities. Develop a stakeholder relations strategy for the department and the sector. Develop and manage an infrastructure development plan for the post-school education and training sector. Development of a monitoring and evaluation framework for the sector, including supporting the use of science and innovation in the sector. To be able to provide strategic leadership, support and manage a multidisciplinary team and be solution oriented. Ability to produce high-quality work and to support the delivery of the core mandate of the department as set out by the Minister. The successful candidate will be reporting to the Director-General, will be responsible for strategic leadership, including supervising staff and the direction of the Department in the delivery of the core mandate and strategic priorities for the sector, as set out by the Minister. Disclaimer: Considering restrictions on travel during phases 5 to 2 of lockdown levels, you are encouraged to email your application with the relevant supporting documentation. You must quote the reference number in the subject line. The successful candidate will not be appointed before completion of the Pre-entry Certificate for SMS positions as prescribed by the DPSA.

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