

## DEPARTMENT OF PLANNING, MONITORING AND EVALUATION



- APPLICATIONS** : Applications must be sent to: The Department of Planning, Monitoring and Evaluation (DPME), Attention: Human Resource Admin & Recruitment, by email to [HR@dpme.gov.za](mailto:HR@dpme.gov.za) or hand delivered at 330 Grosvenor Street, Hatfield, Pretoria.
- CLOSING DATE** : 04 September 2020 @ 16:30 pm
- WEBSITE** : [www.dpme.gov.za](http://www.dpme.gov.za)
- NOTE** : The relevant reference number must be quoted on all applications. The successful candidate will have to sign an annual performance agreement and will be required to undergo a security clearance. Applications must be submitted on a signed Z.83 accompanied by copies of all qualifications, Identity Document, valid driver's license (where driving/travelling is an inherent requirement of the job), proof of citizenship if not RSA citizen, and a comprehensive CV specifying all experience indicating the respective dates (MM/YY) as well as indicating three reference persons with the following information: name and contact number(s), email address and an indication of the capacity in which the reference is known to the candidate. Applicants will be required to meet vetting requirements as prescribed by Minimum Information Security Standards. Failure to submit the above information will result in the application not being considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Reference checks will be done during the selection process. Note that correspondence will only be conducted with the short-listed candidates. If you have not been contacted within six (6) months of the closing date of the advertisement, please accept that your application was unsuccessful. Shortlisted candidates must be available for interviews at a date and time determined by DPME. Applicants must note that pre-employment checks will be conducted once they are short-listed and the appointment is also subject to positive outcomes on these checks, which include security clearance, security vetting, qualification verification and criminal records. Shortlisted candidates will be required to complete a written test as part of the selection process. For salary levels 11 to 15, the inclusive remuneration package consists of a basic salary, the state's contribution to the Government Employees Pension Fund and a flexible portion in terms of applicable rules. SMS will be required to undergo a Competency Assessment as prescribed by DPSA. All candidates shortlisted for SMS positions will be required to undergo a technical exercise that intends to test the relevant technical elements of the job. The DPME reserves the right to utilise practical exercises / tests for non-SMS positions during the recruitment process (candidates who are shortlisted will be informed accordingly) to determine the suitability of candidates for the post(s). The DPME also reserves the right to cancel the filling / not to fill a vacancy that was advertised during any stage of the recruitment process. Entry level requirements for SMS posts: In terms of the Directive on Compulsory Capacity Development, Mandatory Training Days & Minimum Entry Requirements for SMS that was introduced on 1 April 2015, a requirement for all applicants for SMS posts from 1 April 2020 is the successful completion of the Snr Management Pre-Entry Programme as endorsed by the National School of Government (NSG). The course is available at the NSG) under the name Certificate for entry into SMS and the full details can be obtained by following the below link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/> The successful candidate will be required to provide proof of completion of the NSG Public Service Senior Management Leadership Programme Certificate for entry into the SMS.

## OTHER POSTS

- POST 20/26** : **SPECIALIST: ICT SECURITY REF NO: 022 /2020**  
Sub-directorate: Infrastructure Support
- SALARY** : R733 257 per annum (Level 11) (all-inclusive salary package). The remuneration package consists of a basic salary, the State's contribution to the

**CENTRE  
REQUIREMENTS**

Government Employees Pension Fund and a flexible portion that may be structured according to personal needs within the relevant framework.  
Pretoria

A year tertiary qualification (NQF 06) in Information Technology/ Computer Science or equivalent with at least 6 years appropriate experience of which 3 years must be in ICT Security and 3 years at Middle Management/ASD level or equivalent. Must have extensive experience in providing desktop support; knowledge and experience of network and systems administration; knowledge FortiGate firewalls, Network vulnerability tools, Antivirus software and administration thereof, backup procedures, backup software and strategies and file transfer protocol. Additional Competencies: Security + certification, Microsoft Certified Systems Administrator (MCSA/MCSE) Certification, certified Information Security Manager (CISM)/Certified Information Security Professional (CISSP) certification(s), Firewall management and/or certification, Cisco Networking and/or certification and Information Technology Information Library (ITIL). The ideal candidate must have the ability to demonstrate sound knowledge of policies and practices, technical skills and acceptance of responsibility. Produce good quality of work, be reliable, and take initiative. Should have good communication skills and interpersonal relations, should be flexible and have the ability to work with a team. Planning and execution, leadership skills, the ability to delegate and empower subordinates. Should have management skills and be able to control financial resources and supervise staff.

**DUTIES**

The successful candidate will be responsible to manage and maintain ICT infrastructure security. This entails the management of the operations of the DPME's enterprise security solutions; the management of security in all DPME's externally facing applications. The implementation of security solutions for vulnerability audits and assessments. The establishment of an enterprise security stance through policy, architecture and training processes; The research and innovation of security solutions and The management of Finance and Human Resources in the Unit(s).

**ENQUIRIES**

Ms J Mchunu Tel No: (012) 312-0462

**POST 20/27**

**SPECIALIST: APPLICATIONS DEVELOPMENT REF NO: 023/2020**  
(Contract Ending 31 March 2021)  
Directorate: Business Applications & Knowledge Management

**SALARY  
CENTRE  
REQUIREMENTS**

R733 257 per annum (Level 11). (All-inclusive salary package)  
Pretoria

A 3-year tertiary qualification (NQF 06) in Information Technology/ Computer Science especially Software Development or equivalent with at least 6 years appropriate experience of which 3 years must be in Software Development. Must have the following knowledge and skills: C#, JavaScript, VB.Net, Web development, PHP, ASP.NET, HTML, HTML 5, CSS3, JQuery, Python, Entity Framework, MVC, KnockoutJS, AngularJS, WPF, WCF and Web API services Regression, Stress and Functional Testing, Database design, Scripting in MS SQL server environment, SharePoint Customisation including Reporting Services and Power BI. The ideal candidate must have the ability to demonstrate sound knowledge of SDLC and other ICT related policies and practices, technical skills. Produce good quality of work, be reliable, acceptance of responsibility and take initiative. Should have good communication skills and interpersonal relations, should be flexible and have the ability to work with a team. Planning and execution skills. Ability to work under pressure and meet tight deadlines.

**DUTIES**

The successful candidate will be responsible to analyse user requirements specifications and develop technical, functional and non-functional specification and to ensure the interpretation and translation of user requirements into design specifications and functions specification. Develop, design and support applications components/functionality, integration and configuration requests. This entails the developing complex solutions or maintaining code and systems developed by other engineers. The providing of technical expertise and recommendations in assessing new IT software projects and initiatives to support and enhance existing based applications. The developing and implementing of business intelligence solutions.

**ENQUIRIES**

Ms J Mchunu Tel No: (012) 312-0462

**POST 20/28** : **MESSENGER/DRIVER REF NO: 024/2020**  
Unit: Registry Services

**SALARY** : R145 281 per annum (Level 04) plus benefits.  
**CENTRE** : Pretoria  
**REQUIREMENTS** : Grade 10 or equivalent qualification and a minimum of 7 -12 months experience working as a Messenger/Driver. Must have valid driver's licence and must have PDP. Must have the following knowledge and skills: Computer Literacy Skills, Good Verbal and Written Communication, Interpersonal Relations, Knowledge of the procedures to operate the motor vehicle, Knowledge of the prescripts for the correct utilisation of the motor vehicle and Knowledge of the procedures to ensure that the motor vehicle is maintained properly. Candidate will be subjected to competency test driving.

**DUTIES** : The successful candidate will be responsible for driving of motor vehicles to transport passengers and other items (e.g. mail and documents). This entails driving light and medium motor vehicles to transport passengers and deliver other items (mail and documents). Do routine maintenance on the allocated vehicle and report defects timely and complete all the required and prescribed records and logs books with regard to the vehicle and the goods handled. Render a clerical support/messenger service in the relevant office; Collect and deliver documentation and related items for the Department; Copy and fax documents and assist with registry functions.

**ENQUIRIES** Ms J Mchunu Tel No: (012) 312-0462