PROVINCIAL ADMINISTRATION: FREE STATE
DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE

Free State Provincial Government is an equal opportunity affirmative action employer. It is our intention to promote representativity (race, gender and disability) in the Province through the filling of these posts and candidates whose appointment/promotion/transfer will promote representativity will receive preference.

APPLICATIONS: Head: Public Works, Human Resources Management Directorate, P.O Box 7551, Bloemfontein 9300 OR Applications that are hand delivered must be brought at the Foyer of OR Tambo House where they must be placed in the appropriately marked box at: Security Ground Floor, OR Tambo House, St. Andrews Street, Bloemfontein. No Applications Will Be Accepted By Staff In Offices In The Building.

CLOSING DATE: 14 May 2021

NOTE: Directions to applicants: Applications must be submitted on form Z.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (a transcript of results must be attached), driver’s license, identity document and a C.V. (Separate application for every vacancy). Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation. No e-mailed or faxed applications will be considered. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful.

OTHER POSTS

POST 15/46: DEPUTY DIRECTOR: SKILLS DEVELOPMENT REF NO: PWI 21/07 (1 POST)
Chief Directorate: EPWP

SALARY: R733 257 per annum (Level 11) (A Basic salary)
CENTRE: Bloemfontein

REQUIREMENTS: An appropriate tertiary qualification in Human Resources Development/Education Field or equivalent qualification. Knowledge in project management, facilitation skills, presentation skills, experience in working with communities. Good financial management and understanding of the public service and other developmental policies such as BBBEE. Understanding of the skills development policies. Valid driver’s license. Recommendations: Computer literate, in particular in the following programmes: Excel; MS Word; Power Point; and Internet.

DUTIES: Manage the training cycle. Analyze training needs, coordinate and facilitate SMMEs’ skills development. Coordinate the development of the training plan needs. Manage internship programme within the EPWP sector. Manage staff members. Produce necessary reports. Create conducive environment that promotes SMMEs’ access to market, finance and training. Provide SMME support and information. Refer SMME to institutions that provide respective services, as required. Managing and facilitating the implementation of external training for EPWP beneficiaries, contractors as well as all employees serving in the projects. Coordination and liaison role with SETA’s, CIDB, and other stakeholders. Ensuring the determination of training needs and EPWP skills audit in the province, with special emphasis on EPWP objectives. Managing the budget and other resources of the directorate.

ENQUIRIES: Ms M Tshabalala, Tel No: (051) 492 3814

POST 15/47: DEPUTY DIRECTOR: TECHNICAL SUPPORT REF NO: PWI 21/08 (1 POST)
Chief Directorate: EPWP:

SALARY: R733 257 per annum (Level 11) (A basic salary)
CENTRE: Bloemfontein
REQUIREMENTS: An appropriate Bachelor’s Degree OR 3-year National Diploma in the built environment, preferably in civil engineering or project management with extensive relevant post-qualification experience. A proven track record of infrastructure within the EPWP environment. Professional registration with any built environment council will be an added advantage. Driver’s license (code B).

Recommendations: Computer literate, in particular in the following programmes: Excel; MS Word; Power Point; and Internet.

DUTIES: Monitoring, evaluation and reporting on the implementation of EPWP projects. Providing advice to the client departments and municipalities with regards to compliance to set standards and health and safety issues on EPWP projects. Ensuring that all EPWP project designs and contracts comply with the set labour intensive project methods. Assisting the municipalities and contractors regarding capacity problems during the execution of projects. Identify and conceptualize labor-intensive job creating projects. Undertake feasibility and viability studies of identified projects. Managing the human and material resources in the component, inclusive of the implementing agents.

ENQUIRIES: M Tshabalala Tel No: (051) 4923814