

DEPARTMENT OF COOPERATIVE GOVERNANCE

The vision of the Department of Cooperative Governance is service excellence for improving lives through cooperative governance. The Department intends to invest in human capital, increase integrated technical capacity directed at service delivery innovation and promote representivity in the Department through the filling of this post. Applicant whose appointment/transfer/promotion will promote representivity will therefore receive preference.

- CLOSING DATE** : 11 October 2011
- NOTE** : Applicants are advised that a new application for employment (Z83) has been in effect since 1 January 2021. The new application for employment form can be downloaded at <http://www.dpsa.gov.za/dpsa2g/vacancies.asp>. Applications submitted using the old Z83 form will not be accepted. Applications must be accompanied by (1) a comprehensive CV, with specific starting and ending dates in all relevant positions and clarity on the levels and ranks pertaining to experience as compared to the Public Service, as well as at least 2 contactable references, (2) a copy of the applicant's South African ID Document, (3) a copy of the applicant's drivers' license, (4) a copy of Grade 12 Certificate as well as all qualifications mentioned in the CV, (5) a SAQA verification report for foreign qualifications. (Only shortlisted candidates will be required to submit certified documents/ copies on or before the day of the interviews) It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation. Incomplete applications, applications received after the closing date or applications without SAQA verification reports for foreign qualifications will not be considered. All shortlisted candidates will be subjected to a technical exercise (or exercises) that intends to test relevant technical elements of the job. Following the interview and technical exercise(s), the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA directive on the implementation of competency-based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. Core competencies: Strategic capacity and leadership. People management and empowerment. Advanced programme and project management. Change management. Financial management. Process Competencies: Knowledge management. Service Delivery Innovation. Advanced problem solving and analysis. Client orientation and customer focus. Advanced communication skills (written and verbal). The successful candidate will be appointed subject to positive results of a pre-employment screening process which includes criminal records and verification of educational qualification certificates. It is important to note that it is the applicant's responsibility to ensure that all information and attachments in support of the application are submitted by the due date. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of the advertisement, please accept that your application has been unsuccessful. The below post is a senior management post. The requirements for appointment at Senior Management Service level include the successful completion of Senior Management Pre-entry Programme as endorsed by the National School of Government. Applicants should therefore submit proof that they have registered for the Pre-entry Certificate, which can be accessed using the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Shortlisted candidates must provide proof of successful completion of the course.

MANAGEMENT ECHELON

- POST 33/03** : **CHIEF DIRECTOR: INTERGOVERNMENTAL POLICY AND PRACTICE REF NO: CDIPP01/2021**
- SALARY** : R1 251 183 per annum (Level 14), (An all-inclusive remuneration package). The package includes a basic salary (70% of package) and a flexible portion that may be structured in terms of the applicable guidelines.
- CENTRE** : Pretoria
- REQUIREMENTS** : A Grade 12 certificate and an undergraduate qualification in Public Administration/Development Studies or equivalent qualification (at NQF level

7) as recognized by SAQA. 5 – 10 years' experience at senior management level in a related field. A Senior Management Pre-Entry Programme and a driver's license (Category B). Extensive travelling. Core competencies: Strategic Capacity and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management. Process competencies: Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Technical competencies: Intergovernmental Planning Instruments. IGR relations and fiscal systems. Co-operative governance.

DUTIES : The incumbent will be expected to perform the following duties: Provide policy guidance on distribution and location of powers and functions within and across spheres of government. Oversee the development and monitor the implementation of various policy frameworks and legislation to promote and enhance intergovernmental planning. Develop and institutionalize an effective system of intergovernmental relations (IGR) across the three spheres of government.

ENQUIRIES : Mr TB Fosi Tel No: (012) 848 4655
APPLICATIONS : Applications may be submitted electronically via email to cogta12@basadzi.co.za

FOR ATTENTION : Mrs C Nyoni Tel No: 012 998 8953

POST 33/04 : **CHIEF DIRECTOR: URBAN DEVELOPMENT POLICY PLANNING REF NO: CDUP02/2021**

SALARY : R1 251 183 per annum. (Level 14), (An all-inclusive remuneration package) the package includes a basic salary (70% of package) and a flexible portion that may be structured in terms of the applicable guidelines.

CENTRE : Pretoria
REQUIREMENTS : A Grade 12 certificate and an undergraduate qualification in Development Planning/ Development Studies/Public Administration or equivalent qualification (at NQF level 7) as recognized by SAQA. 5 – 10 years experience at senior management level in the relevant field. A Senior Management Pre-Entry Programme and a drivers license (Category B). Extensive travelling. Technical competencies: Provincial Growth and Development Strategies. Integrated Development Plans. Local Economic Development.

DUTIES : The incumbent will be expected to perform the following duties: Provide guidelines and support to national sector departments on how best to support the development planning of provinces and municipalities. Facilitate integrated planning in the metros, intermediate and fast growing cities. Provide strategic leadership in the development and implementation of the urban development policy and related programmes in local government. Support sustainable development and shared economic growth in provinces and municipalities.

ENQUIRIES : Mr TB Fosi, Tel No: (012) 848 4655
APPLICATIONS : Applications may be submitted electronically via email: cogta13@basadzi.co.za

FOR ATTENTION : Mrs C. Nyoni Tel No: 012 998 8953

POST 33/05 : **DIRECTOR: LED POLICY AND PRACTICE REF NO: DLEDPP03/2021**

SALARY : R1 057 326 per annum (Level 13), (An all-inclusive remuneration package). The package includes a basic salary (70% of package) and a flexible portion that may be structured in terms of the applicable guidelines.

CENTRE : Pretoria
REQUIREMENTS : A Grade 12 certificate and an undergraduate qualification in Economic/ Development Studies (at NQF level 7) as recognized by SAQA. 5 – 10 years' experience at middle management level in the local economic development or related field. A Senior Management Pre-Entry Programme and a drivers license. Extensive travelling. Proficiency on Microsoft Word, PowerPoint and Project. Core competencies: Strategic Capacity and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management. Process competencies: Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Technical competencies: Government and private sector infrastructure development approaches. The link between infrastructure development and economic development. Local Economic Development. Resource mobilization.

DUTIES : The incumbent will be expected to perform the following duties: Develop and implement policy framework for Local Economic Development. Foster linkages between macro-economic policy, micro economic reforms, sector specific policies with local economic policy. Support the co-ordination of economic development policy and strategies across government. Strengthen the IDP's and PGDS's with Local Economic initiatives. Ensure the provision of tools to improve programmes of municipalities.

ENQUIRIES : Mr M Rabothata Tel No: (012) 334 4882

APPLICATIONS : Applications may be submitted electronically via email: cogta14@basadzi.co.za

FOR ATTENTION : Mrs C. Nyoni Tel No: 012 998 8953

POST 33/06 : **DIRECTOR: PERFORMANCE MANAGEMENT (WESTERN CAPE) REF NO: DPM04/2021**

SALARY : R1 057 326 per annum (Level 13), (An all-inclusive remuneration package). The package includes a basic salary (70% of package) and a flexible portion that may be structured in terms of the applicable guidelines.

CENTRE : Pretoria

REQUIREMENTS : A Grade 12 certificate and an undergraduate qualification in Public Administration/ Local Government/ Development Management or equivalent qualification (at NQF level 7) as recognized by SAQA. 5 – 10 years' experience at middle management in a related field. A Senior Management Pre-Entry Programme and a drivers license. Extensive travelling. Core competencies: Strategic Capacity and Leadership, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management. Process competencies: Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication. Technical competencies: Advanced Project Coordination Skills. Advanced project/ programme management development. Planning and organizing. Project/Programme formulation. Project monitoring and evaluation.

DUTIES : The incumbent will be expected to perform the following duties: Coordinate and monitor implementation of performance plans in municipalities. Coordinate stakeholders within outside government in support of local government improvement plans. Collaborate and participate in provincial B2B coordinating structures to monitor and report municipality's performance. Management of complaint's and correspondence from parliament, presidency and citizens. Facilitate support action plans and intervention to address immediate performance challenges in municipalities.

ENQUIRIES : Ms SV Gelderblom Tel No: (012) 848 4653

APPLICATIONS : Applications may be submitted electronically via email: cogta15@basadzi.co.za

FOR ATTENTION : Mrs C. Nyoni Tel No: 012 998 8953