

DEPARTMENT OF PUBLIC SERVICE AND ADMINISTRATION

It is the intention to promote representivity in the Department through the filling of these posts. The candidature of applicants from designated groups especially in respect of people with disabilities will receive preference.

<u>CLOSING DATE</u>	:	14 December 2020
<u>NOTE</u>	:	Applications must quote the relevant reference number and <i>must</i> consist of: A fully completed and signed Z83 form; a recent comprehensive CV; contactable referees (telephone numbers and email addresses must be indicated); certified copies of qualifications and Identity Document. Foreign qualifications must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). All non-SA citizens must attach a certified copy of proof of permanent residence in South Africa. All shortlisted candidates for SMS posts will be subjected to (1) a technical exercise; (2) a generic managerial competency assessment; and (3) personnel suitability checks on criminal records, citizen verification, financial records, qualification verification and applicants could be required to provide consent for access to their social media accounts. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three (3) months of the closing date of the advertisement, please accept that your application was unsuccessful. The successful candidate will be expected to enter into an employment contract and a performance agreement with the <i>immediate supervisor</i> within 3 months of appointment, as well as completing a financial interests declaration form within one month of appointment and annually thereafter. Note: Requirement For All Posts - Nyukela Programme: This is a Pre-entry Certificate to Senior Management Service endorsed by DPSA which is offered by the National School of Government (NSG) through an online course platform. The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by the following link: https://www.thensg.gov.za/training-course/sms-pre-entry-programme .

MANAGEMENT ECHELON

<u>POST 27/110</u>	:	<u>DIRECTOR: NATIONAL AFRICAN PEER REVIEW MECHANISM AND OPEN GOVERNMENT PARTNERSHIP REF NO: DPSA 29/2020</u>
<u>SALARY</u>	:	R1 057 326 per annum (Level 13). (All-inclusive package) The all-inclusive remunerative package consists of basic salary (70% of the total remuneration package), the State's contribution to the Government Employees Pension Fund (13% of basic salary) and a flexible portion that may be structured according to personal needs within a framework.
<u>CENTRE REQUIREMENT</u>	:	Pretoria
	:	Senior Certificate, an appropriate B. Degree in International Relations or equivalent qualification at NQF level 7 in Public Administration/ Public Policy/ Political Science. Pre-entry Certificate for SMS. At least 5 years' appropriate experience at MMS/SMS. A minimum of 10 years appropriate experience management level. Knowledge of Constitution of the Republic of South Africa, Government legislative framework, Public Service legislative framework and policy framework, Government programs such as the National Development Plan, Outcome 12, and Key Strategic Priorities of Government. Managerial skills: Decision making, problem solving, written and verbal communication, Stakeholder management and coordination, Strategic thinking and leadership, Analytical skills, Interpersonal Relations, Team work, confidentiality, Financial Management, Human Resource Management, Research, Change Management, Project and program management. Generic Skills: problem solving, decision making, Diversity Management, Communication and information management, Interpersonal relations, Facilitation, Negotiations, Presentation, Report Writing, Computer literacy, Conflict management. Technical Skills: Policy development, Development of legal agreements (SLA's, MOU's, etc.) Monitoring and Evaluation.
<u>DUTIES</u>	:	To manage the Development of prescripts, systems and processes for National African Peer Review Mechanism (APRM) and Open Government Partnership (OGP) programmes. To manage the provision of research, content development logistical and technical support to the implementation of the National African Peer Review Mechanism (APRM) and Open Government

Partnership (OGP) programmes. To manage the implementation of the APRM and OGP programmes and processes. To manage the domestication of APRM and OGP within South Africa. To manage the establishment of related partnerships, stakeholders and forums. To manage the operations, systems and processes of the Directorate.

ENQUIRIES
APPLICATIONS

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: E-Mail To: advertisement29@dpsa.gov.za