

DEPARTMENT OF EMPLOYMENT AND LABOUR

It is the Department's intention to promote equity (race, gender and disability) through the filling of this post with a candidate whose transfer / promotion / appointment will promote representivity in line with the numeric targets as contained in our Employment Equity plan.

- APPLICATIONS** : Chief Director: Human Resources Management: Private Bag X 117, Pretoria, 0001 or hand deliver at 215 Francis Baard Street.
- FOR ATTENTION** : Sub-directorate: Human Resources Operations, Head Office Email: Jobs-HQ2@labour.gov.za
- CLOSING DATE** : 05 March 2021 at 16:00
- NOTE** : Applications quoting the relevant reference number must be submitted on the new form Z83, obtainable from any Public Service Department or on the internet at www.gov.za/documents. Received applications using the incorrect application for employment (old Z83) will not be considered. Each application for employment form must be duly signed and initialled by the applicant. Failure to sign this form may lead to disqualification of the application during the selection process. The fully completed and signed new form Z83 should be accompanied by a recently updated, comprehensive CV as well as recently certified copies of all qualification(s), academic transcripts including senior certificate, ID-document and a Driver's license where applicable. The certification must be not older than six (6) months from the date of the advert. Non-RSA Citizens/Permanent Resident Permit Holders must attach a copy of their Permanent Residence Permits to their applications. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. The Department does not accept applications via fax or email. Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within eight (8) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. Suitable candidates will be subjected to a personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification). The Department reserves the right not to make any appointment(s) to the above post. A pre-entry certificate obtained from National School of Government (NSG) is required for all SMS applicants. 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-entryprogramme/>. All shortlisted candidates for SMS posts will be subjected to a technical competency exercise that intends to test relevant technical elements of the job, the logistics of which be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend generic managerial competencies using the mandated DPSA SMS competency assessment tools. The successful candidate will be expected to sign an Internship performance agreement. The Department of Labour is an equal opportunity affirmative action employer. The Employment Equity Plan of the Department shall inform the employment decision. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s) NB: All attachments must be in PDF and in one (1) file, indicate the correct job title and the reference number of the post on the subject line of your email. Use the correct email address associated with the post. Failure to do so, your application will be disqualified.

MANAGEMENT ECHELON

- POST 06/07** : **PROVINCIAL CHIEF INSPECTOR REF NO: IES HR 4/21/02/07HO**
- SALARY** : R1 057 326 per annum (All inclusive)
- CENTRE** : Provincial Office: Eastern Cape
- REQUIREMENTS** : Three-year degree undergraduate B. Degree / B-Tech / Adv. Diploma (NQF7) NQF 7 Qualifications in Chemical Engineering/Electrical Engineering/ Construction Engineering / Mechatronics Engineering / Environmental Health / BCOM Law / LLB Degree / B-Tech in Labour Law / B-Tech in Labour Relations / BCOM Accounting / Auditing. Five (5) years middle management experience.

Three (3) years functional experience in Inspections enforcement / legal or compliance. A valid driver's licence. Knowledge: Departmental Policies and Procedures, Batho Pele Principles, Public Finance Management Act, Labour Relations Act, Basic Condition of Employment Act, Public Service Act and Regulations, SDLA, OHS Act and Regulations, COIDA, UIA, UI Contribution Act, Skills Development Act, Employment Equity Act, Immigration Act, Sectoral Determination. Skills: Facilitation, Planning and Organizing, Computer literacy, Interpersonal, Problem Solving, Interviewing Presentation, Research, Project Management.

DUTIES

: Develop and implement programmes, work plans, and Policies for Inspection and Enforcement. Manage and monitor the execution of legal proceedings. Monitor, evaluate and report on the impact of Provincial Inspection and Enforcement programmes. Provide strategic advice on all areas of inspection and enforcement at Provincial level. Execute IES strategies and directives in the Province. Promote awareness through Advocacy and Education Programmes. Manage the resources within the Inspectorate and Enforcement Unit.

ENQUIRIES

: DDG IES: Ms A Moiloa Tel No: (012) 309 4553