

THE DEPARTMENT OF MINERAL RESOURCES AND ENERGY

- APPLICATIONS** : Please forward your application, quoting reference, addressed to: The Director-General, Department of Mineral Resources and Energy, Private Bag X96, Pretoria, 0001. Application may also be hand delivered to Trevenna Campus, corner Meintjies and Francis Baard Street, (former Schoeman) alternatively to Matimba House Building 192 Visagie Street Corner Paul Kruger & Visagie Street Pretoria. General enquiries may be brought to the
- FOR ATTENTION** : Ms T Sibutha Tel No: (012) 444 3319 / Mr P Ndlovu Tel No: (012) 406 7506/ Mr Donald Mbhokota Tel No: (012) 406 7426
- CLOSING DATE** : 09 July 2021
- NOTE** : Applications must be submitted on the new Z83 form, obtainable online from www.gov.za and www.dpsa.gov.za. All sections of the Z83 must be completed (In full, accurately, legibly, honestly, signed and dated), accompanied by certified copies of qualification(s) including matric/grade 12 certificate, Identity Document (certified within the past 6 months); Proof of citizenship if not RSA citizen; a comprehensive CV and three reference persons with the following information: name and contact numbers and indication of the capacity in which the reference is known to the candidate. Where a valid driver's licence is a requirement, a clear certified copy must be attached (also certified within the past 6 months). Failure to provide accurate information on a job application will result in disqualification. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) on application. Failure to submit the copies mentioned above will result in the job application being disqualified. With regard to SMS positions, all shortlisted candidates for SMS posts will be subjected to a technical exercise(s) that intends to test relevant technical elements of the position, the logistics of which will be communicated by the Department. Following the interviews and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment. Note that correspondence will only be conducted with the short-listed candidates. If notification of an interview is not received within three (3) months after the closing date, please regard your application as unsuccessful. Requirements stated on the advertised posts are minimum inherent requirements; therefore, criterion for shortlisting will depend on the proficiency of the applications received. Applicants must note that personnel suitability checks will be conducted once they are short-listed and that their appointment is subject to positive outcomes of these checks, which include security screening, security vetting, qualification verification, criminal records and financial records checks. Reference checks will also be done during the selection process. For SMS posts in the Public Service, no appointment shall be effected without the recommended candidate producing a Certificate of completion for the SMS Pre-Entry Programme (Nyukela) offered by the National School of government which can be accessed via this link: <https://www.thensg.gov.za>. Applicants who do not comply with the above-mentioned requirements, as well as application received after the closing date will not be considered. If an applicant wishes to withdraw an application, He/ She must do so in writing. The Department reserves the right not to fill an advertised post at any stage of the recruitment process. The Department of Mineral Resources and Energy (DMRE) is an equal opportunity; affirmative action employer and it is the intention to promote representivity in the Public Sector through the filling of these post. Persons whose transfer/promotion/appointment will promote representivity will therefore receive preference. An indication in this regard will be vital in the processing of applications. People with disabilities and women are encouraged to apply.

MANAGEMENT ECHELON

- POST 23/31** : **PETROLEUM PRICING SPECIALIST REF NO: DMRE/2128**
- SALARY** : R1 057 326. per annum (Level 13) (All-inclusive package)
- CENTRE** : Head Office, Pretoria
- REQUIREMENTS** : Master's degree in Finance/ Accounting (with a major in accounting) with minimum of 10 years' experience in the petroleum environment Plus the following competencies Knowledge of: practical and theoretical knowledge of the oil industry. Fuel pricing rules, DMRE Petroleum related policies Skills: interpersonal relations, Communication (verbal and oral), Organisational ability control, Interpretation and application of policies and rules, negotiating, adaptability, conflict handling as well as research and

<u>DUTIES</u>	: analysis. Thinking Demands: Innovative thinker. Creativity and innovative, decision making. Receptive to suggestion and ideas. : KRA's Monitor daily BFP movement and the monthly Fuel Price Media Statement and assist the Directorate Fuel Pricing with any related matter thereto. Ensure that the cumulative State Account administer in accordance to the Slate Levy Regulations and reimbursement are in line with Slate Rules. Administer fuel related levies including but to limited to the illumination paraffin (IP) tracer dye levy, Demand Side Management levy, pipeline levy and Slate Levy. Assist with the finalisation of fuel prices regulations and policies. Administer projects related to fuel price administration. Ensure that power to approve payments from the Equalisation Fund re delegated by the minister and co-sign payment from the Equalisation fund. Verify the correctness of the calculation of annual adjustment to the transport tariff differentials culminating from the MDZ System application and the implementation thereof in fuel price structures. Mentor DMRE official on matter pertaining to the petroleum pricing Recommendation/Note :No appointment shall be effected without the recommended candidate producing a Certificate of completion for the SMS Pre-Entry Programme (Nyukela) offered by the National School of government which can be accessed via this link: https://www.thensg.gov.za . Candidates will undergo a compulsory competency assessments and technical assessment. The Candidate will have to disclose her/ his financial Interests.
<u>ENQUIRIES</u>	: Mr G. Leketi Tel No: (012) 406 7779
<u>POST 23/32</u>	: <u>SUPPLY MODELLING SPECIALIST REF NO: DMRE/2129 (02 POSTS)</u>
<u>SALARY CENTRE REQUIREMENTS</u>	: R1 057 326 per annum (Level 13) (All-inclusive package) : Head Office, Pretoria : A Master's degree or equivalent in Mathematics or Applied Mathematics or Computer Science or any Engineering field of Economics (with Econometrics), NQF Level 9, Energy studies in addition to the above will be an added advantage. Minimum of 5 years' experience at middle/senior managerial/ in modelling (Mathematical and Econometric Modelling), Supply Optimisation, Optimisation Models. Technical Report writing and Policy Analysis. The job may require local and international travel, Plus the following competencies Knowledge of: Detailed understanding of policies and legislation which govern the energy sector, Knowledge of the energy sector with specific understanding of upstream oil, gas nuclear and coal supply markets, Understanding of renewable energy sector, Knowledge of supply optimisation and modelling techniques. Understanding of local and global trends and economic drivers which impact on supply options for energy, Knowledge of different energy technologies, Skills: Energy modelling, mathematical and econometric modelling, Supply optimisation modelling, Technical report writing, Translation of concept into mathematical or analytical models, Policy analysis, Thinking Demands: Assertive, Analytical, Self- driven and motivated, Mature and attention to detail.
<u>DUTIES</u>	: KRA's Provide a specialist services pertaining to energy supply optimization modelling. Conduct analyses of the energy supply sector, (understand different supply modelling techniques). Develop and maintain energy supply optimization models. Conduct research on existing and potential energy supply options to inform the energy planning process. Analyse impact of energy policies and other sectoral policies on current and future energy supply and the energy sector. Analyse and interpret model outputs to inform/advice on policy formulation and energy planning. Continually evaluate different energy modelling tools available locally and internationally and adopt best-practice modelling methodologies; and interact with different stakeholders (government, state-owned entities, and technical experts. Inform/advice on policy formulation and energy planning. Provide expert advice to management on strategic direction regarding energy supply matters. Mentor departmental staff on energy supply options matters. Manage the Directorate. Develop operational plan for the Directorate and ensure its implementation. Allocate and manage resources at functional levels to ensure the delivery on set targets for the Directorate. Formulate, identify policy shortfalls and necessary amendments. Conduct financial planning and account for allocated budget. Ensure adherence to policy and statutory directives relevant to the functional terrain of the Directorate. Monitor, evaluate and report on the performance of the Directorate.
<u>ENQUIRIES NOTE</u>	: Mr T Audat Tel No: (012) 406 7560 : No appointment shall be effected without the recommended candidate producing a Certificate of completion for the SMS Pre-Entry Programme (Nyukela) offered by the National School of government which can be accessed via this link: https://www.thensg.gov.za . Candidates will undergo a compulsory competency

assessments and technical assessment. The Candidate will have to disclose her/ his financial interests.

- POST 23/33** : **DEPUTY DIRECTOR: MINERAL LAWS ADMINISTRATION REF NO: DMRE/2130**
- SALARY** : R869 007 per annum (Level 12) (All-inclusive package)
CENTRE : Free State Region, Welkom
REQUIREMENTS : An appropriate Degree in Law with Company Law of Contract as subjects, coupled with relevant working experience of which 3 years must be at Assistant Director level and a valid driver's license Knowledge of: (in-depth knowledge of the (delete this part) Mineral and Petroleum Resources Development Act (MPRDA Act 28 of 2002, as amended), Mining Charter, latest developments in case law affecting the mining sector, Public Finance Management Act and National Environmental Management Act Skills: Well-developed written and verbal communication, ability to communicate with clients at high level, advise and make meaningful recommendations to the Regional Manager, Chief-Director, Deputy-Director General, Director General and the Minister concerning mining related matters. Ability to assist, liaise and serve a wide spectrum of professional persons such as attorneys, Town and Regional Planners, Architects, Engineers, Geologist, Surveyors, Senior representative of mining companies, Government Institutions, consultants, interested and affected parties and the public at large. Ability to manage conflict and computer skills, Thinking Demands: Ability to interpret and apply legislation related policies, mainly the Mineral and the Petroleum Resources Development Act, 2002 (Act 28 of 2002) and other relevant laws applicable in mining including the National Environment and Management Act, 1988 (Act 107 of 1998).
- DUTIES** : KRA's Manage the administrative process necessary to grant rights and permits in compliance with the law. Oversee and maintain a categorised database (SAMRAD) to provide information on the status of rights granted and to promote continued access to mineral properties. Monitor the performance and compliance of legal operators and take appropriate corrective action where required. Monitor illegal prospecting and mining operations and a follow up to enforce compliance with the law - this is to be deleted as it is now the mandate of Enforcement and Compliance in Pretoria). Perform managerial activities. Manage land use applications. Manage the help desk and evaluate all empowerment transactions to give effect to the objects of the charter and the act.
- ENQUIRIES** : Ms K Kewuti Tel No: (057) 391 1302
- POST 23/34** : **SENIOR INSPECTOR: MINING EQUIPMENT REF NO: DMRE**
- SALARY** : R869 007 per annum (Level 12) (All-inclusive package)
CENTRE : Mpumalanga Region, Witbank
REQUIREMENTS : An appropriate B-Tech/ Degree in Mine Engineering (NQF Level 7) plus Certificate of Competency for Mechanical or Electrical Engineering Mining, coupled with minimum of 3 junior management experience in mining industry and driver's license Plus the following competencies Knowledge of: Mine Health and Safety Act, Mining Engineering Mine Equipment e.g. Winder, Boiler, Plants etc, Hazard identification and risk management, Public Service Staff Code, DMRE Policy, Skills: Ability to interpret and apply Mine Health and Safety, DMRE Policy and staff codes, Management skills, Planning, Leading, Organising and controlling, report writing and formulation, Good interpersonal relations, Be able to recommend mining engineering solutions, Negotiation skills, Language proficiency, Computer skills, Thinking Demands: Innovative thinker, Analyse situations carefully, Make fair and reasonable decisions, receptive to suggestions and ideas, Be able to stay calm and collective during difficult situations, Dynamic personality.
- DUTIES** : KRA's Coordinate, conduct and report on underground shaft and surface audits and inspections on plans, structures, trackbound, trackless mining equipment and electrical distribution systems and take the necessary enforcement action where necessary. Coordinate, conduct and report on investigations into mine related accidents, contraventions and complaints as well as the analysis of mine accidents and trends to determine high risk operations and take appropriate action. Coordinate, conduct and report on the testing and licensing of equipment on mines i.e. winders, lifts, chairlifts, boilers and conduct statutory inspections. Coordinate and serve on ant necessary board of examiners. Coordinate and provide inputs to regional reports, revision of machinery regulations, guidelines and standard and applications of exemptions, permission and approvals. Provide managerial activities.
- ENQUIRIES** : Mr J Coetzee Tel No: (013) 653 0514

NOTE : Appointment will be subject to a pre-medical examination of fitness and candidates must be in possession of a valid Code 08 driver's licence.

POST 23/35 : **INSPECTOR: MINE HEALTH AND SAFETY REF NO: DMRE/2131**

SALARY : R733 257 per annum (per annum) (All-inclusive package)
CENTRE : Free State Region, Welkom
REQUIREMENTS : An appropriate Degree/BTECH in mining PLUS mine managers certificate of competency, Knowledge of: Mine Health and Safety Act and Regulations and Legal Proceedings, Mine Engineering-Mine Equipment e.g. Winder, Boilers, Plants, etc. ,Hazard identification and Risk Management, Public Service Staff code and DMR Policies. Skills: Ability to interpret and apply Mine Health and Safety Act, DMR Policy and Staff codes, Management skills, planning leading, organising and controlling, report writing and formulation, good interpersonal relations, analysis and interpretation of accident statistics, be able to recommend mining engineering solutions, negotiation skills, language proficiency, computer skills, Thinking Demands: Innovative thinker, analyse situations carefully, make fair and reasonable decisions, receptive to suggestions and ideas and be able to stay calm and collective during difficult situations.

DUTIES/ : KRA's Conduct and report on underground shaft and surface audits and inspections on matter relating to ground stability, support, explosive, blasting operations, and other matters relating to mine safety and take the necessary enforcement action where necessary. Investigate and report on mine related accidents, contraventions and complaints as well as the analysis of mine accidents and trends to determine high risk mining operations and take appropriate action. Serve on any necessary board of examiners. Coordinate the investigation, consultation and provision of input on mine closures, prospecting rights, mining rights and permits, EMPs and township development. Coordinate and provide inputs to regional reports, revision of mining regulations, guidelines and standard, and applications of exemptions, permissions and approvals related to mining. Supervise and develop staff.

ENQUIRIES : Mr P Nyaqcela Tel No: (057) 391 1373/71

POST 23/36 : **INSPECTOR: OCCUPATIONAL MEDICINE REF NO: DMRE/2132**

SALARY : R733 257 per annum (Level 11) (All-inclusive package)
CENTRE : Eastern Cape Region, Port Elizabeth
REQUIREMENTS : An appropriate qualification Diploma/Degree in Nursing, Midwifery, Community Health, Occupational health and Primary Health Care with minimum of 3 years of experience mining industry Plus the following competencies Knowledge of: Mine Health and Safety Act, MHSA, OSH Act, ODMWA and other occupational health related legislations. Sound knowledge of both occupational health nursing and primary health care. Skills: Good communicator, researching Skills, have good investigating skills, problem solving skills and computer literacy. Thinking Demands: Ability to analyse workload and work-related problems and to draft and implement a strategy to ensure an improvement.

DUTIES : KRA's Conduct and report on underground, and surface audits and inspections on matters relating to medical surveillance, and other matters relating to occupational medicine and take the necessary enforcement action where necessary. Ensure the investigation of and reporting of mine relating diseases, contraventions and complaints as well as analyse regional mine disease trends to determine the high risk mining operations and take appropriate action. Provide inputs to regional reports, revision of medical regulations, guidelines and standards related to occupational medicine. Collection of occupational medicine statutory data on monthly and annual basis from the mines. Do quality check on occupational medicine statutory data submitted by the mines. Participate at tripartite forums and other occupational health related forums.

ENQUIRIES : Mr TM Doyle Tel No: (082) 445 6894

POST 23/37 : **ASSISTANT DIRECTOR: MINE ENVIRONMENTAL MANAGEMENT REF NO: DMRE/2133**

SALARY : R470 040 per annum (Level 10)
CENTRE : Eastern Cape Region, Port Elizabeth
REQUIREMENTS : An appropriate Honours Bachelor's Degree/ post graduate diploma in environmental management, natural science or relevant qualifications coupled with a minimum of 3 years' experience in the industry and a valid driver's licence, Knowledge of: integrated environmental management relative to prospecting and mining work programmes, knowledge of impact assessment remediation and evaluation methods, knowledge of

environmental legislation, knowledge of mining methods , mining processes, mining waste generation and disposal, knowledge of new computer software available in the market, knowledge of the principles and application management , Skills: Good negotiation skills, good research skills, integration of social, economic, bio-physical and cultural-historical impacts, Personnel Management, working and creating g team work, good verbal and non-verbal communication skills, excellent English reading and writing skill, Thinking Demands: Pragmatic environmental problem-solving abilities, innovative thinking abilities and ability to manage diverse public demands. Other: Must be able to walk and climb in outdoor terrain, must be able to drive a vehicle on rough roads, must be tolerant to discomfort such as wind-blown dust, unpleasant fumes and extreme weather conditions and good hearing essential to evaluate noise nuisance.

DUTIES : KRA's Evaluate environmental management program plan, environmental impact assessment, scoping reports, closure plans and other technical and environmental documents and make recommendations thereon. Monitor, inspect, audit, and assess environmental performance of mines. Regulate the closure of mine s within the stipulated time frames. Identify environmental liabilities for operations and ensure the evaluation of adequacy of financial provisioning. Investigate and resolve mine environmental related issues, queries and complaints between the mining industry and the public. Consult with relevant state departments and assist clients through promotion of administrative justice. Provide managerial activities.

ENQUIRIES : Ms H Dlamini Tel No: (041) 403 6634

POST 23/38 : **ASSISTANT DIRECTOR: SOCIAL AND LABOUR PLAN REF NO: DMRE/2134**

SALARY : R470 040 per annum (Level 10)
CENTRE : Limpopo Region, Polokwane
REQUIREMENTS : Relevant degree in Social Sciences on Development Economics, Social Science, Industrial Science or relevant (NQF7) Plus minimum of 3 years' experience in the industry Knowledge of: Basic knowledge of the MPRDA, basic knowledge of administrative procedures, basic knowledge of computer, basic knowledge of Previous Mineral Legislations, basic knowledge of Departmental Policy in respect of Mineral Regulation Skills: Analytical capacity, reporting, writing and formulation project management, computer literacy, research and communication, Thinking Demands: Interpretation and implementation of policies, proactivity, decision making, forward planning and ability to work under pressure.

DUTIES : KRA's Align SLPs with the municipal IDPS/LED programmes to ensure sustainable projects. Adjudicate the process of Social and Labour Plan for mining right applications. Design and implement inspection programme. Attend community and other stakeholders meetings on mining issues and conduct workshops. Facilitate the effective implementation process of downscaling and retrenchments. Provide managerial activities.

ENQUIRIES : Mr A Mulaudzi Tel No: (015) 287-4742

POST 23/38 : **SUPPORT TECHNICIAN REF NO: DMRE/2135**
 Re-advert, candidates who are applied previously are encouraged to re-apply.

SALARY : R316 791 pe annum (Level 8)
CENTRE : Head Office, Pretoria
REQUIREMENTS : An appropriate National Diploma/Degree in Information Technology, A plus certificate with a minimum of 2 years' experience in service desk technical support environment. Knowledge of: MS Office 2003/2003/2007/2010/2013, MS Windows/XP Pro/ 7/ 10, remote administration, printer installation and programme installation and troubleshooting, Skills: Excellent managerial, communication and interpersonal relationship skills, strong leadership and organisational skills, client focused, negotiation and consultation skills, problem solving and analysis, strategic capability, change management, creativity and innovation, management and expertise in all areas of information technology, technical expertise in advance strategic and business analysis, change management with knowledge of public service and departmental organisational matters, regulatory frame work for the management of ICT and government, programme management with service delivery orientation and effective budget management, Thinking Demands: Independent person, must be able to improvise (Analytical), self-motivated, and decisive.

DUTIES : KRA's Answer helpdesk telephone to [provide 1st and 2nd line support. Monitor infrastructure availability daily and ensure service available. Install and configure the applications (Antivirus, Ms Office, Internet and 3G). Install, configure and repair printers and telephones, video callings and faxes. Install, maintain and support

ENQUIRIES

telephone system and network cabling. Provide remote desktop support using SCSM.
Ensure safeguard and protection of customer data.
: Mr K Mokoatle Tel No: (012) 444 3178