

GOVERNMENT PRINTING WORKS

The Government Printing Works is an equal opportunity, affirmative action employer. It is intended to promote representivity through the filling of these posts. The candidature of persons whose appointment/transfer/promotion will promote representivity will receive preference.

- APPLICATIONS** : All applications must be forwarded to: The Branch: Human Resources, Government Printing Works, 149 Bosman Street, Pretoria or Private Bag X85, Pretoria, 0001
- FOR ATTENTION** : Mr. SM Gama, Human Resources Tel No: (012) 748 6299
- CLOSING DATE** : 16 August 2021 (12:00 noon)
- NOTE** : Applications must be submitted on the prescribed form Z83 (NB. The new application for employment form can be downloaded at [www.dpsa.gov.za-vacancies](http://www.dpsa.gov.za/vacancies), the old prescribed application for employment form Z83 was withdrawn with effect from 31 December 2020) and must be completed in full with page 2 duly signed, and clear indication of the reference number on the Z 83. A recent comprehensive CV specifying all qualifications and experience with respective dates, Copies of qualifications, ID and a valid driver's license (where required), must be attached. Such copies need not to be certified when applying for a post. Only shortlisted candidates will be required to submit certified documents on or before the day of the interview. It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the South African Qualifications Authority (SAQA). It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the South African Qualifications Authority (SAQA), The Government Printing Works reserves the right to fill or not fill its advertised posts. General information: Shortlisted candidates must be available for interviews, which might be virtual at a date and time determined by the Government Printing Works. Shortlisted candidates for SMS posts will be subjected to a technical exercise, which might be virtual that intends to test relevant technical elements of the jobs; by the Government Printing Works, Following the interview and the technical exercise, the Selection panel will recommend candidates to attend a generic management 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, Personnel suitability checks will also be administered as a part of the selection process. One of the minimum entry requirements for SMS is the pre-entry certificate. For more details on the pre-entry course visit:<https://www.thensg.gov.za/training-course/sms-pre-entry-programme>. Successful candidates will be required to enter in an employment contract and performance agreement (as relevant), and must obtain a positive security clearance. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration, If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.

OTHER POSTS

- POST 26/37** : **SPECIALIST SYSTEMS ADMINISTRATOR (VIRTUAL INFRASTRUCTURE)**
REF NO: (GPW 21/26)
- SALARY** : R733 257 per annum (Level 11), (All-inclusive salary package)
- CENTRE** : Pretoria
- REQUIREMENTS** : Grade 12 or equivalent qualification and a NQF level 6/7 National Diploma/Degree, in Information Technology/Information Management/Business Informatics/Computer Science/Software Development as recognized by SAQA with 5 - 7 years' experience in ICT Support and a minimum of 3 years server support experience. Experience in migration tools (P2P, P2V, V2V, and V2P), Advanced technical knowledge of VMWare virtualization technologies (vCenter, vSphere, ESXi, DRS, vMotion, HA, vSAN), VMWare, VMWare View, data backup management and shared storage (SAN, Vsan) administration. ITIL Foundations certification will be an added advantage.
- DUTIES** : Manage problem and service tickets ensuring timely resolution to meet Service Level Agreements. Handle third level support calls. Provide advanced troubleshooting and problem resolution of the Virtualization Infrastructure.

Responsible for Physical Hardware, HP Blade and ProLiant Servers deployment and management. Responsible for VMWare View administration and support (Advanced). Administer all Virtual server hosts. Migrating data from old to new equipment during hardware refresh periods. Regularly check event logs. Manage Backups schedules and rotation of offsite storage check available media & disk space (Third level Capacity Planning). Manage Veeam and HP data protector administration. Create and schedule backup jobs. Restore of data as and when required. Test backups restores. Participate in Business Continuity Disaster Recovery. Configure and design the Virtual infrastructure in line with best practices and international standards. Ensure minimal systems downtime on the Virtual Infrastructure for all production systems servers. Monitor performance and resource utilisation across the virtual servers and storage. Clone and create server snapshots. Provide virtual servers as required. Ensure that Virtual server deployments aligns with license agreements. Patching Microsoft servers to harden the Operating Systems to avert risks and vulnerabilities. Build, install, configure, and maintain VMware products including ESXi servers, Hyper-converged systems, High Availability clusters and Virtual Centre.

ENQUIRIES : Mr. A Apleni Tel No: (012) 748 6090

POST 26/38 : **ASSISTANT DIRECTOR: SECURITY SERVICES REF NO: GPW 21/27**

SALARY : R376 596 per annum (Level 09)
CENTRE : Pretoria

REQUIREMENTS : An appropriate NQF Level 6/7 qualification in Security Management or related as recognized by SAQA and 3 - 5 years' proven experience in security environment of which 2 – 3 years should be at supervisory level. A valid driver's licence. Thorough knowledge of electronic security systems, MISS/MPSS documents and other relevant security directives and legislations, i.e. National Key Points Act, Criminal Procedure Act, Control of access to Public Premises and Vehicles Act, Firearms Control Act, Private Security Industry Regulatory Authority Act, National Strategic Intelligence Act, Occupational and Safety Act and Protection of Information Act. Should be able to work independently and under pressure. Must have supervisory, leadership and presentation skills as well as computer literacy, conflict resolution and negotiation skills. Knowledge of financial and human resource related matters and report writing skills. Fire-fighting and First-Aid skills. Must be willing to work extensive hours. PSIRA accredited certificate will serve as an additional advantage.

DUTIES : The incumbent's responsibility will be to render a protection and security management service for GPW in terms of all relevant security legislations. Ensure the safe custody and protection of officials, assets and information through the implementation and adherence to the MISS/MPSS. Maintain and implement physical security measures to minimise risks. Conduct threat and risk Assessments of the Buildings and Regional Offices and make recommendations. Conduct security audits of the Buildings. Conduct "After hours" inspections of the buildings to ensure security staff work according to the procedures and that GPW assets are safe. Monitor and inspect security control registers. Research on new security technology to update equipment regularly and the maintenance of security equipment. Investigation of losses and damage to assets. Develop and implement the contingency and disaster recovery plans in terms of the relevant legislation. Liaise with other security Agencies. Performance management and reporting. Manage and provide training opportunities to subordinates. Administer the evaluation of personnel and human resources. Manage and execute all financial and administrative matters related to the functions at GPW. Conduct investigations and write reports. Ensure compliance and implementation of security policies according to the MISS/MPSS documents.

ENQUIRIES : Mr. A Ramathuthu Tel No: (012) 748 6371

POST 26/39 : **STORES ASSISTANT REF NO: GPW 21/28**

SALARY : R145 281 per annum (Level 04)
CENTRE : East London

REQUIREMENTS : Grade 10 or equivalent qualification. Numerical proficiency, Good communication and interpersonal skills. Valid forklift driver's license. Grade 12 will be an added advantage.

DUTIES

: Off-load supplier's trucks. Forklift driving. Receiving of inventory. Packing received stock in the allocated space. Picking stock for customers' allocation. Deliver customer allocated stock to dispatch area timeously. Assist co-workers in all other general duties. Keep working environment clean. Adhere to Occupational Health and Safety requirements. Need to work additional hours when necessary and when required.

ENQUIRIES

: Ms. N Ntanta Tel No: (012) 748 6165