

**PROVINCIAL ADMINISTRATION: NORTHERN CAPE
OFFICE OF THE PREMIER**

- APPLICATIONS** : Please forward the applications for the post quoting the relevant reference number to: Senior Manager, Human Resources Administration, Private Bag X5016, Kimberley, 8300 or hand deliver at JW Sauer Building, Office of the Premier, Ground Floor (Security).
- FOR ATTENTION** : Mr. V. Fredericks
- CLOSING DATE** : 27 May 2022
- NOTE** : The NC Provincial Government is an equal opportunity, affirmative action employer and aims to achieve gender and disability representivity at HOD level. Therefore, we specifically call for suitably qualified women and persons with disability to apply. Applications must be submitted on the new application for employment form (Z83). The new form can be downloaded at www.dpsa.gov.za-vacancies or obtainable from any Public Service Department and should be accompanied by copies of qualifications, identity document and drivers licence and any other relevant documents such copies need not be certified when applying for a post. A comprehensive CV in order to be considered. Applications submitted using the old Z83 form will not be accepted. Each application for employment form must be duly signed and initialled by the applicant. Failure to comply with these pre-conditions will disqualify applications from being processed. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). No faxed, e-mailed or late applications will be accepted. All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be accordingly communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of the competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tool. All shortlisted candidates will further be subjected to a personnel suitability check which includes criminal record checks, verification of qualifications, financial and asset record checks, previous employment verification and citizenship verification. The successful candidate will be required to enter into an annual performance agreement and will have to disclose his/her financial interests annually. As Head of Department, the successful candidate will be subject to a security vetting at top secret level.

MANAGEMENT ECHELON

- POST 17/212** : **HEAD OF DEPARTMENT: DEPARTMENT OF HEALTH REF NO: HOD/DOH/05/2022**
(Five-Year Employment Contract)
Re-Advertisement: All candidates that applied previously are encouraged to re-apply.
- SALARY** : R1 544 415 per annum (Level 15), (all-inclusive remuneration package). All-inclusive remuneration package consist of a basic salary and flexible portion structured according to personal needs, plus 10% non-pensionable Head of Department allowance.)
- CENTRE** : Kimberley
- REQUIREMENTS** : A relevant post graduate qualification (NQF level 8) as recognised by SAQA supported by at least 8 years' experience at Senior Management level of which at least 3 years must be with any organ of State as defined in the Constitution, Act 108 of 1996. Candidates with medical qualifications and experience are encouraged apply. The successful candidates will champion accelerated, efficient, effective and development oriented service delivery in pursuit of the National Development Plan and the Medium Term Strategic Framework within the over-arching context of the Northern Cape Government's vision of a Modern, Growing and Successful Province. Competencies: Proven strategic and leadership qualities, project and financial management skills. An innovative person who will ensure the highest level of service delivery. Excellent problem solving and analysis, people management and

empowerment skills. The successful candidate must also display the highest standard of ethical and moral conduct and the ability to communicate at all levels. Honesty, integrity, analytical thinking and research. A valid driver's license and computer skills, advanced knowledge of the prescripts such as the Public Finance Management Act (PFMA), Treasury Regulations, SCM policy framework, Public Service Act and Regulations is a further prerequisite.

DUTIES

: Reporting to the MEC of Health the incumbent will function as the Head of Department with the following main functions: Ensuring access to quality and specialized hospital services and the rendering of optimally responsive Emergency Medical Services within the Northern Cape Province; rendering of District Health Services (DHS) and strategic health programmes (includes HIV/AIDS, STI, TB and Maternal and Child health care) within the Northern Cape Province; Ensure the provisioning of clinical tools to selected PHC facilities to enhance ideal status; Accelerate the implementation of the HIV and Aids plan through the management of HIV preventative incidents; Ensure improvement in the management of HIV, TB co-infection, as well as accelerate the implementation of the TB crisis plan; provide strategic leadership in terms of the management of health sciences and training within the Northern Cape Province; Improve human resources for health on the basis of the strategy for human resources for Health; Setting the strategic focus of the Northern Cape Department of Health (organisational visioning and direction setting); Providing requisite leadership to senior managers in setting and achieving the goals of the Northern Cape Department of Health (Leading the organisation); Ensuring that sound people and financial management practices are adhered to within the Northern Cape Department of Health; Championing change within the Northern Cape Department of Health; Evaluating the performance of Northern Cape Department of Health on a continuous basis, against pre-determined key measurable objectives and standards; Ensuring audit outcomes reflecting financial statements free from material misstatements, free from material findings on non-compliance with legislation, as well as reflecting that the Department has sufficient internal controls in place; Developing and implementing an effective and efficient supply chain management system for the Northern Cape Department of Health; Developing and implementing an effective and efficient diversity management system within the Northern Cape Department of Health; Ensuring integrated governance in terms of the services and functions of the Northern Cape Department of Health; Ensuring regional and international integration in terms of the services and functions of the Northern Cape Department of Health; Ensuring adherence to the MISS by the Northern Cape Department of Health; Ensuring interface with external role players for effective governance by optimizing communication and stakeholder relationships; Management and rendering of an IT and Information Systems; Management and coordination of policy, planning, risk and internal control services; Facilitate the establishment of risk management capacity in the department; Accountable to the member of the Executive Council for the realization of Government priorities and Intergovernmental Programme of Action; Ensure operational efficiencies and strategic outputs of the Department; Ensure the security threat and risk assessment is conducted for an Internal Security Policy. Inherent responsibilities as Head of Department: Responsible for all function/duties as Head of Department in terms of the Public Service Act and the Public Service Regulations the successful candidate will be expected to: Develop and implement a departmental strategic plan both for the in year and the MTEF period plus 2 years; Take all the necessary steps to ensure that the department is organized and structured in a manner that will enable the effective and efficient delivery of the Department's mandate; Be responsible for all functions/duties as Accounting Officer in terms of the Public Finance Management Act and Treasury Regulations; Monitor and ensure compliance with all applicable legislation; Provide strategic management leadership through planning, organizing, monitoring and controlling the performance of the Department.

ENQUIRIES

: Mr. Justice Bekebeke Tel No: 053 838 2950

<u>POST 17/213</u>	:	<p><u>HEAD OF DEPARTMENT: COOPERATIVE GOVERNANCE, HUMAN SETTLEMENT AND TRADITIONAL AFFAIRS REF NO: HOD/COGHSTA/05/2022</u> (Five-year employment contract)</p>
<u>SALARY</u>	:	R1 544 415 per annum (Level 15), (all-inclusive remuneration package). All-inclusive remuneration package consist of a basic salary and flexible portion structured according to personal needs, plus 10% non-pensionable Head of Department allowance)
<u>CENTRE REQUIREMENTS</u>	:	<p>Kimberley</p> <p>A relevant post graduate qualification (NQF level 8) as recognised by SAQA supported by at least 8 years' experience at Senior Management level of which at least 3 years must be with any organ of State as defined in the Constitution, Act 108 of 1996. The successful candidates will champion accelerated, efficient, effective and development oriented service delivery in pursuit of the National Development Plan and the Medium Term Strategic Framework within the over-arching context of the Northern Cape Government's vision of a Modern, Growing and Successful Province. Competencies: Proven strategic and leadership qualities, project and financial management skills. An innovative person who will ensure the highest level of service delivery. Excellent problem solving and analysis, people management and empowerment skills. The successful candidate must also display the highest standard of ethical and moral conduct and the ability to communicate at all levels. Honesty, integrity, analytical thinking and research. A valid driver's license and computer skills, advanced knowledge of the prescripts such as the Public Finance Management Act (PFMA), Treasury Regulations, SCM policy framework, Public Service Act and Regulations is a further prerequisite.</p>
<u>DUTIES</u>	:	<p>Reporting to the MEC of Cooperative Governance, Human Settlement and Traditional Affairs the incumbent will function as the Head of Department with the following main functions: Provide strategic leadership in terms of the effective provisioning of Sustainable Human Settlements and Improved Quality of Household Life within the Northern Cape Province; Provide strategic leadership to facilitate a responsive, accountable, effective and efficient developmental local government system within the Northern Cape Province; Provide strategic leadership by ensuring an efficient and effective institution of traditional leadership that enhances sustainable development and service delivery within traditional communities that form part of the Northern Cape Province; Providing the MEC with information to discharge his functions in respect of the budget vote, questions from the legislature and other matters pertaining to the department; Facilitate, monitor and support the consolidation and sustainability phase at municipalities for integrated, sustainable service delivery – Local Government five strategic agenda; Promote and support inter-sphere engagement for integrated planning and coordination; Evaluating the performance of the Department on a continuous basis, against pre-determined key measurable objectives and standards; Ensuring audit outcomes reflecting financial statements free from material misstatements, free from material findings on non-compliance with legislation, as well as reflecting that the Department has sufficient internal controls in place; Ensuring regional and international integration in terms of the services and functions of the Department; Facilitate the establishment of risk management capacity in the department; Accountable to the member of the Executive Council for the realization of Government priorities and Intergovernmental Programme of Action; and Ensure operational efficiencies and strategic outputs of the Department. Inherent responsibilities as Head of Department: Responsible for all function/duties as Head of Department in terms of the Public Service Act and the Public Service Regulations the successful candidate will be expected to: Develop and implement a departmental strategic plan both for the in year and the MTEF period plus 2 years; Take all the necessary steps to ensure that the department is organized and structured in a manner that will enable the effective and efficient delivery of the Department's mandate; Be responsible for all functions/duties as Accounting Officer in terms of the Public Finance Management Act and Treasury Regulations; Monitor and ensure compliance with all applicable legislation; Provide strategic management leadership through planning, organizing, monitoring and controlling the performance of the Department.</p>
<u>ENQUIRIES</u>	:	Mr. Justice Bekebeke Tel No: 053 838 2950