

DEPARTMENT OF BASIC EDUCATION

The employment decision shall be informed by the Employment Equity Plan of the Department. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s) with a candidate whose transfer / promotion / appointment will promote representatively in line with the numerical targets as contained in our Employment Equity Plan. The Department reserves the right to withdraw posts, if by doing so, the interests of the Department will be best served.

- APPLICATIONS** : Submitted via post to: Private Bag X895, Pretoria, 0001 or hand-deliver to: The Department of Basic Education, 222 Struben Street, Pretoria. Please visit the Department of Education's website at www.education.gov.za
- FOR ATTENTION** : Ms M Mahape/ Ms N Sathege
- CLOSING DATE** : 22 July 2022
- NOTE** : Applications must be submitted on the most recent Z83 Application for Employment Form as issued by the Minister for the Public Service and Administration in line with Regulation 10 of the Public Service Regulations, 2016, obtainable from the DBE Website and/or any Public Service Department. Use of the old Z83 Form may result in disqualification. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 with a detailed Curriculum Vitae. Certified copies of qualifications and other relevant documents will be requested from shortlisted candidates on or before the day of the interview. Applicants who do not comply with the requirements outlined above, will not be considered. Applications received after the closing date and e-mailed or faxed applications will not be considered.

MANAGEMENT ECHELON

- POST 25/23** : **DEPUTY DIRECTOR-GENERAL REF NO: 31440/01**
Branch: Curriculum Policy, Support and Monitoring
Re-Advertisement: Applicants who previously applied are encouraged to re-apply
- SALARY** : R1 544 415 per annum, (all inclusive remuneration package)
- CENTRE** : Pretoria
- REQUIREMENTS** : An appropriate recognised undergraduate qualification (NQF level 7) and post graduate qualification as recognized By SAQA in the Social, Education or Management Sciences field; At least 8-10 years' experience at senior managerial level. The ideal candidate should be an effective communicator with the ability to develop curriculum and assessment for skills and competencies for a changing world, policy and support, monitor and evaluate curriculum implementation supported by Umalusi; Extensive professional and practical experience in the field of education/curriculum. Process competencies: Knowledge Management, Service Delivery Innovation, Problem solving and analysis, Client orientation and Customer focus, Communication skills. Core Competencies: Strategic capacity and leadership, People Management and Empowerment, Financial Management, Change management. The candidate must be confident, trustworthy, accurate, adaptable and diplomatic. Applicants must have a valid driver's license and be willing to travel extensively. Applications are invited from appropriately qualified persons for this senior management position in the Department of Basic Education in Pretoria. The position requires a proactive person with strong conceptual, strategic and operational leadership skills as well as proven management ability. The ideal candidates should have the ability to develop curriculum and assessment for skills and competencies for a changing world, policy and support, monitor and evaluate curriculum implementation supported by Umalusi.
- DUTIES** : The successful candidate will be responsible for policy support and monitoring of curriculum (GET and FET) from Grades R to 12 Including Special Needs Education; Policy support, Learner with Special Education Need, Curriculum Innovation, National Strategy for Learner Attainment (NSLA), Rural Education and E-Learning; Increase learner participation and success rate to meet the goals of the National Development Plan and Action Plan 2019 towards the realization of schooling 2030;

Manage learner qualification improvement programmes; provide strategic leadership to the Technical Support and Language Units; Implement, support, and monitor curriculum for Grade R to 12 and special interventions and support programmes to provinces, districts and schools; Monitor and support CAPS implementation and strengthening school based assessment; Monitor and support the implementation of the National Curriculum Statement (NCS) on reading in grade R-9 in order to improve teaching and learning; Provide quality education for learners with Special Education Needs and home schooling; Ensure that learners with severe to profound intellectual disabilities access quality publicly funded education and support; Implement MST and Curriculum Enhancement programmes; Responsible for policy support including foundation of learning, Dinaledi, ICTs and NSLA.

**ENQUIRIES
NOTE**

: Ms M Mahape Tel No: 012 357 3291/Ms N Sathege Tel No: (012) 357 3290
 : Further requirement for appointment at SMS level will be the successful completion of a pre-entry course, which is Certificate for entry into the SMS, the full details of the outlined requirements and course information can be sourced by following the link". <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. The incumbent will have to sign an annual performance agreement as well as annually disclose his/her financial interests and be subjected to a security clearance.

OTHER POST

POST 25/24

: **CHIEF ENGINEER GRADE A-B (CIVIL/STRUCTURAL) REF NO: CE001**
 Branch: Infrastructure

SALARY

R1 058 469 – R2 007 819 per annum, (all-inclusive package per annum) as per Occupational Specific Dispensation (OSD)

**CENTRE
REQUIREMENTS**

: Pretoria
 : Applicants must be in possession of an appropriate Bachelor's degree or equivalent qualification in Engineering; Registered as a Professional Engineer; Six (6) years post qualification experience and 5 years' experience at a supervisory level; Experience and a qualification in construction programme and project management will be an advantage; Experience in NEIMS and EFMS will be an advantage; An understanding of the relevant legislation, guidelines, regulations and contract models related to education infrastructure (e.g. South African School Act, PFMA, DORA, SANS 10400, Treasury Regulations, Treasury Frameworks, SCM Policy Framework, Public Service Act and Regulations, CIBD Practice notes, NDPWI standard operating procedures, GCC and JBCC); Good communication skills (written and verbal); Good interpersonal relation skills; Ability to work independently under pressure and adhere to deadlines; Ability to organise and direct groups of professionals in the built environment sector; An advanced competence in MS Word, Excel, PowerPoint; A valid driver's licence.

DUTIES

: The successful candidate will conduct research in order to develop policy and tools required for initiation, planning, design, documentation, implementation, monitoring and reporting on the delivery of the infrastructure built environment programmes and projects in line with the IDMS Framework; Manage processes relating to the initiation planning, design, documentation, implementation, monitoring and reporting on the delivery of the infrastructure built environment programmes and projects; Monitoring of matters relating to planning, design, procurement, construction, operation and maintenance of education infrastructure; Analyse and evaluate infrastructure planning documents like the User Asset Management Plans, Infrastructure Programme Implementation Plans, Infrastructure Procurement Strategies, and Conditional Grant Evaluation Reports; Analyse and evaluate physical resources planning frameworks, prioritisation model(s), Business Cases and Project Briefs; Manage the implementation of a facilities maintenance and management policy and provide guidance for the preparation of maintenance plans and disaster management plans; Participate in the procurement of Professional Services Providers and Contractors, including the preparation and approval of Bid Specifications and evaluations of tenders as member of the Supply Chain Management Committees of IAs and the Department of Basic Education;

Monitor the implementation of Programmes and Projects by the Implementing Agents (IA) and adherence to the Service Delivery Agreements; Manage implementation of projects that are not allocated to an Implementing Agent (IA) Lead task teams comprising education and built environment professionals on reviewing and evaluating education infrastructure guidelines, facility maintenance and best practice guidelines; Conduct the inspections of existing education facilities infrastructure and prepare reports thereon; Render specialist advice, guidance and assistance with regard to technical matters within the field of education infrastructure, external to the Directorate and the Department; Monitor the implementation of norms and standards for school infrastructure to develop and formulate policies, procedures and programmes directly related to education infrastructure; Responsible for data management, document management and AGSA audit.

ENQUIRIES
NOTE

- : Ms M Mahape Tel No: (012) 357 3291/Ms N Sathege Tel No: (012) 357 3290
- : All shortlisted candidates will be expected to demonstrate their skills in a short task as part of the interview and will be subjected to a security clearance. Shortlisted candidates may perform competency assessment. The successful candidate will have to sign an annual performance agreement, annually disclose his/ her financial interests and be subjected to a security clearance.