

DEPARTMENT OF PLANNING, MONITORING AND EVALUATION



- APPLICATIONS** : Applications must be sent / or hand-delivered to: The Department of Planning, Monitoring and Evaluation (DPME), at 330 Grosvenor Street, Hatfield, Pretoria, 0001 (please quote the relevant post and reference number). Emailed applications will not be accepted.
- FOR ATTENTION** : Human Resource Admin & Recruitment
- CLOSING DATE** : 22 July 2022 @ 16:30
- WEBSITE** : www.dpme.gov.za
- NOTE** : The relevant reference number must be quoted on all applications. The successful candidate will have to sign an annual performance agreement and will be required to undergo a security clearance. Applications must be submitted on a signed Z.83 accompanied by a comprehensive CV (ONLY) specifying all experience indicating the respective dates (MM/YY) as well as indicating three reference persons with the following information: name and contact number(s), email address and an indication of the capacity in which the reference is known to the candidate. Certified copies of qualifications and other relevant documents will be requested from shortlisted candidates only. Applicants will be required to meet vetting requirements as prescribed by Minimum Information Security Standards. The DPME is an equal opportunity affirmative action employer. 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) Failure to submit the above information will result in the application not being considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Reference checks will be done during the selection process. Note that correspondence will only be conducted with the short-listed candidates. If you have not been contacted within three (3) months of the closing date of the advertisement, please accept that your application was unsuccessful. Shortlisted candidates must be available for interviews at a date and time determined by DPME. Applicants must note that pre-employment checks will be conducted once they are short-listed and the appointment is also subject to positive outcomes on these checks, which include security clearance, security vetting, qualification verification and criminal records. Shortlisted candidates will be required to complete a written test as part of the selection process. For salary levels 11 to 15, the inclusive remuneration package consists of a basic salary, the state's contribution to the Government Employees Pension Fund and a flexible portion in terms of applicable rules. SMS will be required to undergo a Competency Assessment as prescribed by DPSA. All candidates shortlisted for SMS positions will be required to undergo a technical exercise that intends to test the relevant technical elements of the job. The DPME reserves the right to utilise practical exercises/tests for non-SMS positions during the recruitment process (candidates who are shortlisted will be informed accordingly) to determine the suitability of candidates for the post(s). The DPME also reserves the right to cancel the filling / not to fill a vacancy that was advertised during any stage of the recruitment process. Entry level requirements for SMS posts: In terms of the Directive on Compulsory Capacity Development, Mandatory Training Days & Minimum Entry Requirements for SMS that was introduced on 1 April 2015, a requirement for all applicants for SMS posts from 1 April 2020 is the successful completion of the Snr Management Pre-Entry Programme as endorsed by the National School of Government (NSG). The course is available at the NSG under the name Certificate for entry into SMS the full details can be obtained by following the link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/> The successful candidate will be required to provide proof of completion of the NSG Public Service Senior Management Leadership Programme Certificate for entry into the SMS. Candidates are required to use the new Z83

(Application for employment) that is implemented with effect from 1 January 2021. A copy can be downloaded on the website of the Department of Public Service & Administration (DPSA) at www.dpsa.gov.za

MANAGEMENT ECHELON

- POST 25/103** : **CHIEF DIRECTOR: SPATIAL PLANNING REF NO: 26/2022**
Branch: National Planning Coordination
- SALARY** : R1 269 951 per annum (Level 14), (all-inclusive salary package). The remuneration package consists of a basic salary, the State's contribution to the Government Employees Pension Fund and a flexible portion that may be structured according to personal needs within the relevant framework.
- CENTRE REQUIREMENTS** : Pretoria
: A relevant 3-year tertiary qualification (NQF7) in Regional and Town Planning or equivalent. A minimum of 8 years appropriate experience in Human Settlements / Regional and Town Planning or related field of which 5 years must be at Senior Managerial Services (SMS) level. Proof of successful completion of the NSG Public Service Senior Management Leadership Programme (Certificate for entry into the SMS). A relevant post-graduate qualification (NQF8) and/or specialist training courses will be an added advantage. A valid driver's license. The successful candidate should possess the following skills and knowledge: SPLUMA, Town & Regional Planning, Land use and land care and Urban and Rural Development. Must have an in-depth knowledge of the legislative environment applicable to government and the development, implementation and monitoring of related policies and procedures; excellent financial, HR and strategic management skills. Good interpersonal relations and written & verbal communication skills. A sound knowledge of Microsoft Office applications (especially Microsoft Excel) are essential. Personal attributes: The incumbent must be assertive and self-driven, innovative and creative, client orientated and customer focused, solution orientated and able to work under stressful situations and the ability to maintain high levels of confidentiality.
- DUTIES** : The successful incumbent will be responsible to develop and manage the spatial planning system and administer relevant legislation. This entails developing and managing the National Spatial Development Policy and the National Spatial Development Framework and developing norms, standards and guidelines for spatial planning and land use and management. Coordinate, monitor and evaluate the implementation of National Spatial Development Policy and related legislation. Provide technical and GIS Support for decision making. Conduct research and database management. Ensuring the Chief Directorate's statutory responsibilities in terms of the Public Finance Management Act (PFMA) are adhered to and ensuring effective and efficient Human Resources planning, business/operational and performance annual planning as well as management of procurement within the Chief Directorate and ensuring sound corporate governance mechanisms for the Chief Directorate.
- ENQUIRIES** : Ms K Mogotsi Tel No (012) 312-0465