

DEPARTMENT OF WOMEN, YOUTH AND PERSONS WITH DISABILITIES

The mandate of the department is to regulate the socio-economic transformation and implementation of the empowerment and participation of women, youth and persons with disabilities.

- APPLICATIONS** : The Director-General, Department of Women, Youth and Persons with Disabilities, Private Bag X931, Pretoria, 0001, or hand delivered at 36 Hamilton Street, Arcadia, Pretoria.
- FOR ATTENTION** : Ms L Mabunda
- CLOSING DATE** : 23 September 2022 at 16:00
- NOTE** : Applications must be submitted on the new Z83 form, which can be downloaded at <http://www.dpsa.gov.za/dpsa2g/vacancies.asp>. Applications submitted on the old application for employment (Z83) will not be considered. All fields in the Z83 application form must be completed in full, in a manner that allows a selection committee to assess the quality of a candidate based on the information provided in the form. It is therefore prudent that fields be completed by applicants and the form must be signed noting the importance of the declaration. South African applicants need not to provide passport numbers. If an applicant has responded "no" to the question "Are you conducting business with the State or are you a Director of a Public or Provide company conducting business with the State? If yes, (provide details)". It is acceptable for an applicant to indicate "not applicable" or leave blank to the question, "in the event that you are employed in the Public Service, will you immediately relinquish such business interest?" Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the completed and signed Z83 and a detailed Curriculum Vitae. The communication from HR of the Department regarding the requirements for certified document will be limited to shortlisted candidates. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. (Non-RSA citizens/permanent resident permit holders will submit copy only when shortlisted) it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Should you not hear from the Department within three (3) months of the closing date of this advertisement, please consider your application to be unsuccessful. The Department reserves the right not to fill and/or make an appointment to any of the advertised posts. Short-listed candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job as part of the selection process, the logistics of which will be communicated by the Department. Following the interview and technical exercise for a SMS post, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will test generic managerial competencies using the mandated DPSA SMS competency assessment tools. Designated employees shall be required to disclose their financial interests within 30 days after assumption of duty. Successful candidates shall be required to enter into a performance agreement within three (3) months of assuming their duties in the Department. A pre-entry certificate obtained from National School of Government (NSG) is required for applicant for all SMS posts, full details can be sourced from: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Successful candidates shall be required to enter into a performance agreement within three (3) months of assuming their duties in the Department, and within one (1) month of the date of their appointment conclude the prescribed contract of employment. Appointments will only be made on the first notch of the advertised salary level. All shortlisted candidates will be subject to personal security vetting. Note that in terms of the Protection of Personal Information Act, 2021, the Department will ensure the protection of applicants' personal information and will only collect, use, and retain applicants' personal information for the purposes of recruitment and selection processes. The Department shall safeguard such personal information against access by unauthorised persons, unlawful disclosure, or breaches. The Department of Women, Youth and Persons with Disabilities is an equal opportunity employer. In the filling of these posts, the objectives of section 195 of the Constitution of the Republic of South Africa and the Employment Equity Act, 1998 (Act 55 of

1998) will be taken into consideration and preference will be given to Women, Youth and Persons with Disabilities.

MANAGEMENT ECHELON

- POST 34/194** : **DIRECTOR: ECONOMIC EMPOWERMENT AND PARTICIPATION REF NO: DWYPD/001/2022**
Chief Directorate: Economic Empowerment of Women
- SALARY CENTRE REQUIREMENTS** : R1 073 187 per annum (Level 13), fully inclusive remuneration package
: Pretoria
: Applicants must be in possession of a Grade 12 and a recognised three (3) years' appropriate degree in Social Sciences, Development Science /Economics or relevant NQF 7 qualification. 10 years' experience of which 5 years were in middle management. A postgraduate qualification will be an added advantage. Proven experience in Gender activism, Government policies and programmes. Gender research and knowledge dissemination, Gender Mainstreaming and Economics/development economics/political economics. Sound knowledge and experience in Gender and Women Empowerment Legislative Frameworks, Public Finance Management Act (PFMA) and Project Management. Knowledge and skills: Computer skills (Microsoft Office Package), Good communication (written and verbal), Interpersonal Relations & Facilitation skills, Stakeholder networking, Organizational and Presentation skills. Ability to work independently as well as in a team under extreme pressure. Strong Project and team management skills. Strong oral and written communication skills, including report writing.
- DUTIES** : Initiate and conceptualise the facilitation of the economic development strategies across government departments. Have a sound knowledge of macro econometric and micro econometric high impact strategy implementation and research and program facilitation and management skills to ensure economic growth and development with equitable gender benefit. Analyse and evaluate the implementation of the Presidential Directive to ensure that Women, Youth and Persons with Disabilities benefit from the implementation of the National Development Plan 2030 by forming partnerships and fostering collaboration with government departments, state owned enterprises together with private sector, civil society organisations and organised labour formations. Conceptualise how to lead and influence the process of policy development that cut across National, Regional and Local Government spheres. Oversee and report on the implementation of policies, programmes, mechanisms and interventions that promote women, youth and persons with disabilities social and economic participation and delivery in the mainstream economy. Manage/strengthen and input on policies and programme that mainstream the social transformation and economic empowerment of women, youth and persons with disabilities in South Africa.
- ENQUIRIES** : Ms Lizzie Mabunda Tel No: (012) 359 0240

OTHER POSTS

- POST 34/195** : **DEPUTY DIRECTOR: RESEARCH AND POLICY ANALYSIS REF NO: DWYPD/002/2022**
Chief Directorate: Research and Knowledge Management
- SALARY CENTRE REQUIREMENTS** : R744 255 per annum (Level 11), fully inclusive remuneration package
: Pretoria
: Applicants must be in possession of a Grade 12 and a recognised three (3) year's appropriate degree in Development Studies, Economics, Statistics, Public Policy, Social Sciences or relevant NQF level 7 qualification. A post-graduate qualification in any of these fields will be an added advantage. Applicants must have a minimum of five years' experience in public policy development and analysis and research, including at least three years' experience at a supervisory level. Knowledge and understanding of evidence-based public policy cycle as well as women's empowerment, gender equality and gender mainstreaming is essential. Candidates must have excellent analytical and conceptual skills and be well-versed in both quantitative and qualitative data collection and analysis, interpretation and report writing. Understanding of knowledge management will be an advantage. Proficiency in MS programmes and data analysis packages (e.g. SPSS). Candidate should

- have the ability to liaise with clients and service providers and demonstrate proficiency in both verbal and written communication and good computer skills; able to work independently without direct supervision as well as in a team and be able to work effectively under pressure. The successful applicant will be subject to personal security vetting at a secret level.
- DUTIES** : Coordinate, consolidate and implement the research agenda related to women's socio-economic empowerment and gender equality. Co-ordinate research processes for women's socio-economic empowerment and gender equality. Conduct research analysis to inform policy, planning and decision making aimed at the promotion of women's socio-economic empowerment and gender equality. Engage with research institutions and stakeholders on issues relating to gender sensitive research. Conduct policy reviews and analysis to develop policy briefs policy inputs for the department. Undertake development of policy guidelines and / or policy development.
- ENQUIRIES** : Mr Thivhulawi Mukwevho Tel No: (012) 359 0430
- POST 34/196** : **DEPUTY DIRECTOR: GOVERNANCE AND COMPLIANCE, RIGHTS OF PERSONS WITH DISABILITIES (RPD) REF NO: DWYPD/003/2022**
Chief Directorate: Governance and Compliance
- SALARY CENTRE REQUIREMENTS** : R744 255 per annum (Level 11), fully inclusive remuneration package
: Pretoria
: Applicants must be in possession of a Grade 12 and a recognised three (3) years appropriate undergraduate qualification in Disability Studies, Social sciences, Law, Public policy or equivalent qualification (NQF level 6). A post graduate qualification will be an added advantage. Minimum of 8 years work experience, of which 5 years' must be relevant experience in disability rights inclusion, policy analysis, research, report writing, monitoring and evaluation processes of which 3 years were at supervisory level. Candidates must have a Valid driver's license (not a pre-requisite for disabled applicants); Willingness to work outside normal working hours, available to travel domestically and internationally, and ability to work under pressure and on urgent matters as and when they arise. A Sound knowledge and ability to apply international treaties and national legislative and policy disability rights instruments impacting on the lives of persons with disabilities, understanding disability from a socio-political and human rights perspective, sound understanding of universal design and access theory and application, inclusive of reasonable accommodation support measures as well as research, report writing, monitoring and evaluation approaches. Competencies: Good Command of the English Language; (written & verbal); Good communication skills (written & verbal); Good Interpersonal skills & Knowledge of Public Service Regulations; Experience in dealing with transformation and diversity management; Extensive knowledge on international relations and reporting; Project, risk, financial management skills (PFMA), and extensive knowledge on procurement policies & administration; Experience on data collection, research and report writing; Computer literacy and statistical software's applications; Ability to perform tasks within prescribed timeframes and Paying attention to detail; Ability to work independently and within a team; Good report writing skills; Good analytical skills; Excellent research and coordination skills; Excellent verbal and written communication skills; Good preparation and presentation delivery skills.
- DUTIES** : To coordinate the mainstreaming of disability considerations into the government-wide performance monitoring and evaluation system; Compilation of reports to reflect South Africa's compliance with national, regional and international instruments on the rights and protection of persons with disabilities; To conduct research, analysis of data and compile reports; Monitor, Evaluate and report on implementation of the White Paper on the Rights of Persons with Disabilities, United Nations Convention on the Rights of Persons with Disabilities and other relevant Human Rights Treaty Obligations Instruments; Development and management of monitoring & evaluation tools, templates and frameworks; Coordination, analysis and development of performance and status reports at provincial, National, Continental and international level; Provide technical support on disability responsive reporting and planning guidelines and requirements to all spheres of government & conduct training workshops to assist with disability inclusion and mainstreaming from planning, budgeting, reporting, monitoring and evaluation; Writing of reports, compiling and delivering presentations, drafting of cabinet

memoranda and Submissions; Coordination of government departments and disability sector stakeholders to ensure regulatory compliance with national, regional and international disability rights instruments; Play an integral role in project management, risk management, supply chain and compliance management; Draft research proposals, concept documents, memorandums of understanding and terms of reference; Compiling operational plans, procurement plans, Estimates on National Expenditure (ENE) & financial reports; Prepare and deliver written, verbal and audio-visual presentations.

ENQUIRIES

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Dr. Praveena Sukhraj-Ely Tel No: (012) 359 0229