

DEPARTMENT OF HOME AFFAIRS



CLOSING DATE : 27 January 2023

NOTE : Applications must be sent to the correct address specified at the bottom of each position, on or before the closing date; submitted on the new Application for Employment Form (Z.83), obtainable at www.gov.za; accompanied by a comprehensive CV only, citing the start and end date (dd/mm/yr) of each employment period to be considered, including the details of at least two contactable employment references (as recent as possible). Shortlisted candidates will be required to submit a copy of their ID document, a valid driver's license (if specified as a job requirement), as well as the relevant highest educational qualifications, on or before the day of the interview. Applicants who possess (a) foreign qualification(s), must also submit the evaluated results of such qualifications, as received from the South African Qualifications Authority (SAQA); and limited to 2.5MB in size, if emailed (applicants will submit only when shortlisted). Should an automated acknowledgement of receipt not be received when an application is emailed, this could mean that the application did not reach the Department due to the size of the attachments. Should this occur, kindly resend the application in 2 / 3 parts, splitting the attachments accordingly. Shortlisted Candidates will be subjected to an interview and technical test(s) (which test Candidates' demonstrated professional and technical competency against the job requirements and duties). Candidates potentially considered suitable after the interview and technical test(s), will be subjected to a competency assessment (which tests the Candidates' demonstrated proficiency in the professional dimensions attached to the level of the post); employment suitability checks (credit, criminal, citizenship, employment references and qualification verifications); and will be required to complete the online "Pre-entry Certificate to Senior Management Services" course. The course is available at the National School of Government (NSG), under the name "Certificate for entry into the SMS". Full details can be obtained via the following link: <http://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Candidates wishing to be considered for appointment, are encouraged to enrol for this course immediately. Appointed persons will be required to enter into an employment contract; serve a prescribed probation period; and successfully undergo an appropriate security clearance process within a prescribed timeframe.

MANAGEMENT ECHELON

POST 01/155 : **NATIONAL COMMANDER: BORDER CONTROL REF NO: HRMC 1/23/1**
Branch: Border Management Authority
(Re-advertisement, candidates who have previously applied are encouraged to re-apply)

SALARY : R1 308 051 - R1 563 948 per annum (Level 14), an all-inclusive salary package, structured as follows: Basic salary – 70% of package; State contribution to the Government Employee Pension Fund – 13% of basic salary. The remaining flexible portion may be structured in terms of the applicable remuneration rules.

CENTRE : Pretoria, Arcadia

REQUIREMENTS : An undergraduate qualification in Social Sciences / Law / equivalent qualification at NQF level 7 as recognized by SAQA. An NQF level 8 and above qualification will be an added advantage. Completion of the Senior Management Services Pre-entry Certificate upon appointment. Minimum of 5 years' experience at senior managerial level, and minimum of 8 years' experience in border law enforcement or related environment. Knowledge of the South African Constitution. Knowledge of the Border Management Authority Act. Understanding of International and Regional Protocols. Knowledge of South Africa's Foreign Policy. Understanding of the Aviation and Maritime Industry requirements. Understanding of legislation and prescripts applicable in the border environment. Knowledge of international Conventions

relating to migration, bio-security, environmental and human health. Knowledge and understanding of the port security risks in relation to port health, immigration, bio-security and environmental risk. Understanding of broad security risks in the border environment. Knowledge of the National Treasury and Risk Management Framework. Knowledge of the Public Service Act and Regulations as well as Public Finance Management Act. Ability to build strategic working relations. Good communication and presentation skills. Decision making, follow-up, planning and organising. Conflict management, analytical skills and quality orientation. Computer literacy and customer focus. Strategic thinking and problem solving. Pay attention to detail. Adaptability, creative and innovative. Willingness to go an extra mile. A valid driver's license and willingness to travel.

DUTIES

: The successful candidate will be responsible for, amongst others, the following specific tasks: Oversee the Ports of Entry operations through facilitation of efficient and legitimate movement of goods, people and services. Manage the transitional activities related to the integration of multiple work streams under a single command and control. Facilitate service efficiency within the land, air, maritime ports of entry and border law enforcement areas. Oversee the prevention of and combating of illegal activities within the Ports of Entry, border law enforcement area as well as the vulnerable segments of the border line. Facilitate the development, review and implementation of the framework, systems and procedures relating to cross-border crime. Oversee the establishment and management of community cross-border forums to ensure consistency, efficiency and accountability. Facilitate and oversee the development and monitoring of policies, standard operating procedures, systems and controls. Manage and facilitate compliance protocols to ensure enforcement of legislation, policies and procedures relating to border control services. Manage and facilitate implementation of the regional, continental and international standards, regulations and protocols related to Ports of Entry and the border law enforcement area. Facilitate stakeholder relationships within the border control environment. Liaise with the various organs of state, industry partners and international organizations to enhance border management efficiencies and safety protocols. Oversee the development and management of MOUs with strategic national and international stakeholders. Manage physical, human and financial resources.

**ENQUIRIES
APPLICATIONS**

: Ms P Hlatshwayo Tel No: (012) 432 6641
 : Quoting the relevant reference number, direct your comprehensive CV, citing the start and end date (dd/mm/yr) of each employment period to be considered, together with an Application for Employment Form (New Z.83), obtainable from any Public Service department or at www.gov.za, by the closing date to: BMAreruitment@dha.gov.za

POST 01/156

: **NATIONAL COMMANDER: NATIONAL TARGETING CENTRE REF NO: HRMC 1/23/2**
 Branch: Border Management Authority.
 (Re-advertisement, candidates who have previously applied are encouraged to re-apply)

SALARY

: R1 308 051 - R1 563 948 per annum (Level 14), an all-inclusive salary package, structured as follows: Basic salary – 70% of package; State contribution to the Government Employee Pension Fund – 13% of basic salary. The remaining flexible portion may be structured in terms of the applicable remuneration rules.

**CENTRE
REQUIREMENTS**

: Pretoria, Arcadia
 : An undergraduate qualification in Security Studies, Risk Intelligence / related qualification at NQF level 7 as recognized by SAQA. An NQF level 8 qualification and above, as well as experience in ICT will be an added advantage. Completion of the Senior Management Services Pre-entry Certificate upon appointment. Minimum of 5 years' experience at senior managerial level, and minimum of 8 years' experience in the intelligence or related environment. Knowledge of the South African Constitution. Knowledge of the Border Management Authority Act. Understanding of legislation and prescripts applicable in the border environment. Knowledge of the Public Service Regulatory Framework as well as the Public Finance Management Act. Knowledge and understanding of the security, intelligence and risk based information management within the border environment. Understanding of the National Crime Prevention Strategy. Ability to build strategic working relations.

DUTIES

: Good communication and presentation skills. Decision making, follow-up, planning and organising. Conflict management, analytical skills and quality orientation. Computer literacy and customer focus. Strategic thinking and problem solving. Pay attention to detail. Adaptability, creative and innovative. Willingness to go an extra mile. A valid driver's license and willingness to travel.

: The successful candidate will be responsible for, amongst others, the following specific tasks: Provide strategic direction to and leadership in the facilitation of legitimate trade and travel through the targeting and mitigation of high risk travellers, goods and conveyancers passing through the South African port of entries and the border law enforcement area. Manage and oversee the development and implementation of the BMA's national targeting strategy. Ensure the development and maintenance of an integrated risk engine technology for the border environment. Oversee the provision of specialised systems and technology to generate and process complex data. Ensure the development of automated processes to maximize the development and analysis of source data to support the identification of potential threats. Ensure efficient utilization of existing and new ICT systems for data generation, analysis and surveillance by the Port Targeting Centre (PTC) and the National Targeting Centre (NTC). Oversee and manage the production of operational intelligence and the management of risk indicators. Manage the use of risk indicators for the effective generation of triggers to inform the identification of credible targets. Manage the development and optimal utilisation of the pre-arrival risk exposure assessment, screening and impact thereof. Develop and review strategy for domestic inter-agency, organs of state coordination as well as regional and global cooperation. Manage the development and review of strategy for domestic inter-agency coordination. Manage the establishment of strategic partnerships with other countries with the potential to assist South Africa with off-shore targeting linkages. Manage physical, human and financial resources.

**ENQUIRIES
APPLICATIONS**

: Ms P Hlatshwayo Tel No: (012) 432 6641

: Quoting the relevant reference number, direct your comprehensive CV, citing the start and end date (dd/mm/yr) of each employment period to be considered, together with an Application for Employment Form (New Z.83), obtainable from any Public Service department or at www.gov.za, by the closing date to: BMArecruitment@dha.gov.za

POST 01/157

: **DIRECTOR: INFORMATION SYSTEMS SECURITY REF NO: HRMC 1/23/3**
Branch: Information Services
Chief Directorate: Infrastructure Management
Directorate: Information Systems Security

SALARY

: R1 105 383 - R1 302 102 per annum (Level 13), (an all-inclusive salary package), structured as follows: Basic salary – 70% of package; State contribution to the Government Employee Pension Fund – 13% of basic salary. The remaining flexible portion may be structured in terms of the applicable remuneration rules.

**CENTRE
REQUIREMENTS**

: Head Office, Pretoria

: An undergraduate qualification in Information Technology / Computer Science or related qualification at NQF level 7 as recognized by SAQA. Completion of the Senior Management Services Pre-entry Certificate upon appointment. 5 years' experience at a middle / senior managerial level in IS Security environment. Experience in establishing cybersecurity and risk metrics for reporting. Sound knowledge and understanding of the GITO requirements and frameworks. Knowledge of the State Information Technology Agency. Knowledge of the e-government policy framework consultation paper developed by GITO. Knowledge and understanding of the Protection of Information Act and Promotion of Access to Information Act. Sound knowledge of Minimum Information Security Standards, the position paper on information security ISO 17799, National Strategic Intelligence Act and the Draft Electronic Transaction Bill. Knowledge of the Public Service Act and Regulations. Understanding of depth strategies and how security devices are deployed. Solid knowledge of networks, including all related components and communication protocols. Knowledge of server hardening on multiple platforms. Knowledge of Information Technology infrastructure library (ITIL). Understanding of the Departmental legislations and prescripts. Accountability, strategic capability and leadership. Service delivery innovation. Business continuity and stakeholder relations. People management and empowerment.

Financial management. Communication. Program and project management. Decision making. Presentation skills. Problem solving and analysis. Computers and Systems. Engineering and technology. Business report writing, influencing and networking. Web services security. Telecommunications, troubleshooting as well as enterprise security architecture. Risk analysis and the ability to develop metrics and perform critical analysis. A valid driver's license, willingness to travel, work extended hours and on call may be required.

DUTIES : The successful candidate will be responsible for, amongst others, the following specific tasks: Lead and direct communication infrastructure security operations. Manage the coordination of communication security system by providing dynamic, wireless bridging in the event of disruption of the backbone at critical junctures. Manage the prevention of insider attacks that may easily circumvent all the counter measures designed for outsider attacks. Manage the coordination of server / desktop by providing security access codes in the Department. Lead and direct the development and implementation of desktop / server security strategy. Manage the coordination and implementation of cyber security architecture for infrastructure operations. Lead and direct the design, implementation and monitoring of Information System Security solutions and applications. Manage the coordination of the security frameworks, systems, processes and procedures. Lead the development of information security technology strategy that relates to the overall departmental strategy. Manage and implement strategic objectives and innovation within the Directorate. Develop and implement operational plan and ensure effective prioritization and resource planning. Ensure good governance and compliance within the Directorate. Manage physical, human and financial resources.

ENQUIRIES APPLICATIONS : Mr M Tshifaro Tel No: (012) 406 2575
 : Quoting the relevant reference number, direct your comprehensive CV, citing the start and end date (dd/mm/yr) of each employment period to be considered, together with an Application for Employment Form (New Z.83), obtainable from any Public Service department or at www.gov.za, by the closing date to: isrecruitment@dha.gov.za

POST 01/158 : **DIRECTOR: APPLICATIONS MAINTENANCE AND SUPPORT REF NO: HRMC 1/23/4**
 Branch: Information Services
 Chief Directorate: Applications Management
 (Re-advertisement, Candidates who have previously applied are requested to re-apply)

SALARY : R1 105 383 - R1 302 102 per annum (Level 13), (an all-inclusive salary package), structured as follows: Basic salary – 70% of package; State contribution to the Government Employee Pension Fund – 13% of basic salary. The remaining flexible portion may be structured in terms of the applicable remuneration rules.

CENTRE REQUIREMENTS : Head Office, Pretoria
 : An undergraduate qualification in Information Technology related qualification at NQF level 7 as recognized by SAQA. Completion of the Senior Management Services Pre-entry Certificate upon appointment. 5 years' experience a middle / senior managerial level is required. Extensive experience in Application Maintenance and Support. Knowledge of the basic configuration of the various systems used by DHA (National Population Register, EDMS, BAS). Sound knowledge and application of the GITO Requirements and Frameworks. Knowledge of the State Information Technology Agency Act 88 of 1998. Knowledge of the E government policy framework consultation paper developed by GITO. Sound knowledge of Minimum Information Security Standards (MISS, The position paper on information security ISO 17799 (Information Security framework). Knowledge of the Public Service Regulatory Framework. Understanding of departmental legislation as well as Human Resources legislation and prescripts. A valid drivers' license, willingness to travel and work extended hours, weekend and on call are essential.

DUTIES : The successful candidate will be responsible for, amongst others, the following specific tasks: Manage the development, monitoring and evaluation of applications. Ensure the effectiveness of application administration to prevention measures for system defects. Manage the design and programming of systems and processes. Ensure the management of each program in comparison to the costs of the application's maintenance and operations. Manage and implement strategic objectives and innovation within the

Directorate. Develop the Operational plan for the directorate and ensure effective prioritisation and resource planning. Ensure the implementation of effective risk and compliance management practices. Coach and guide staff on compliance to all relevant regulatory, internal and external compliance requirements. Report on all risk and financial indicators according to required format. Manage human, financial and physical resource within the Unit.

**ENQUIRIES
APPLICATIONS**

: Mr X Monakali Tel No: (012) 406 7249
: Quoting the relevant reference number, direct your comprehensive CV, citing the start and end date (dd/mm/yr) of each employment period to be considered, together with an Application for Employment Form (New Z.83), obtainable from any Public Service department or at www.gov.za, by the closing date to: isrecruitment@dha.gov.za

POST 01/159

: **DIRECTOR: HUMAN RESOURCE PLANNING REF NO: HRMC 1/23/5**
Branch: Human Resource Management & Development
Chief Directorate: HR Strategy and Planning
(Re-advertisement, Candidates who have previously applied are requested to re-apply)

SALARY

: R1 105 383 - R1 302 102 per annum (Level 13), (an all-inclusive salary package), structured as follows: Basic salary – 70% of package; State contribution to the Government Employee Pension Fund – 13% of basic salary. The remaining flexible portion may be structured in terms of the applicable remuneration rules.

**CENTRE
REQUIREMENTS**

: Head Office, Pretoria
: An undergraduate qualification in Human Resource Management / Public Management / Administration / Industrial Psychology / Management Science / Social Sciences at NQF level 7 as recognised by SAQA Completion of the Senior Management Services Pre-entry Certificate upon appointment 5 years' experience in middle / senior management is required Extensive experience in Human Resource Planning / Public Administration / Management / Industrial Psychology / Management Sciences / Social Sciences environment Knowledge of the Public Service Regulations of 2016 relevant to Human Resource Planning Knowledge of the Public Service Regulatory Frameworks relevant to Human Resource Planning Knowledge of Skills Development Act and related legislation Knowledge and understanding of Human Resource Delegations as well as Departmental Regulatory Framework Knowledge of Employment Equity Plan Strategic capability and leadership Client orientation and customer focus People management and empowerment Financial and knowledge management Programme and project management Accountability and change management Conflict management and resolution Business continuity and time management Problem solving and analysis Business report writing Influencing and networking Planning and organising Presentation, communication as well as interpersonal skills Coaching and mentoring Computer literacy A valid driver's license, willingness to travel and work extended hours or on call.

DUTIES

: The successful candidate will be responsible for, amongst others, the following specific tasks: Manage the development, implementation of human resource strategy and the performance of the Branch Manage the development, coordination and implementation of workforce planning in the Department Manage the development and monitor the implementation of Human Resources planning and Human Resources effectiveness in the Department Manage Human Resources policy development, review, monitor and evaluate the implementation in the Branch Manage the integrated HR Strategy, Workforce Planning, Branch Performance Planning process, review and develop HR Policies Manage the development and implementation of workforce plan strategies Advise the Department Budget governance structures on the human capital capacity Provide advice on accurate future estimates to attract potential employees Develop framework to measure HR Effectiveness in the Department Develop HR Inter-Branch Service Level Agreement with the Branches and the Provinces as the strategic partner Advise on the development /crafting of the Branch Annual, Operational and Business Plan Conduct Analysis on the Branch performance in line with the APP, AOP and BP's Identify the emerging risks on the Branch performance and provide advice on the mitigation strategy to achieve the Branch targets that are on risk of not been achieved Ensure effective governance and compliance within the Directorate Manage human, physical and financial resources.

ENQUIRIES
APPLICATIONS

- : Mr T Nkosi Tel No: (012) 406 4097
- : Quoting the relevant reference number, direct your comprehensive CV, citing the start and end date (dd/mm/yr) of each employment period to be considered, together with an Application for Employment Form (New Z.83), obtainable from any Public Service department or at www.gov.za, by the closing date to: HRrecruitment@dha.gov.za