

**PROVINCIAL ADMINISTRATION: LIMPOPO
OFFICE OF THE PREMIER**

- APPLICATIONS** : The Chief Director: Strategic HR, Office of the Premier, Private Bag X 9483, Polokwane, 0600 or Hand delivered to the Office of the Premier, No 40 Hans Van Rensburg Street, Mowaneng Building, Office No.A013, General Records (Registry), Ground Floor.
- FOR ATTENTION** : Ms. Suzan Mahlase / Mr. Junior Maboya / Ms. Moipone Mathole
- CLOSING DATE** : 07 March 2023
- NOTE** : The new Z83 form must be signed when submitted, To streamline the recruitment process to be more responsive to the public, as well as to create more protective measures during the pandemic by avoiding over-crowding and curb the costs incurred by applicants such measures should include the following regarding certification: Advertisement and accompanying notes must clearly capture the requirements for the certification to reflect that applicants, Please not note that applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. The communication from HR of the department regarding requirements of certified documents 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. The application for employment Form (Z83) provides under the sectional "additional information" that candidates who are selected for interviews will be requested to furnish additional certified information that may be requested to make final decision. It must be borne in mind that when a document is certified as a true copy of an original, the certifier only confirms it being a true copy of the original presented. Therefore, the certification process does not provide validation of the authenticity of the original document. The validation occurs when the documents is verified for authenticity. Regulation 67 (9) requires the executive authority to ensure that he or she is fully satisfied of the claims being made and these read with Regulations (57) (c) which requires the finalisation of Personnel Suitability Checks in order to verify claims and check the candidate for purpose of being fit and proper for employment. Applications not complying with the above will be disqualified. Should you not have heard from us within the next three (3) months, please regard your application as unsuccessful. Note: It is the responsibility of all applicants to ensure that foreign and other qualifications are evaluated by SAQA. Recognition of prior learning will only be considered on submission of proof by candidates. Kindly note that appointment will be subject to verification of qualifications and a security clearance. Faxed, emailed or late applications will NOT be accepted. Shortlisted candidates must be willing to undergo normal vetting and verification processes. Should you not have heard from us within the next 3 months, please regard your application as unsuccessful. All shortlisted candidates for these posts will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Office of the Premier. The successful candidates will be expected to enter into a performance agreement with the Executive Authority and sign a five (5) year contract of employment upon assumption of duty with the Premier. The candidates will be required to disclose his/her financial interests in accordance with the applicable prescripts. 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 competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. In order to ensure that potential SMS members have a background on processes and procedures linked to the SMS, a further requirement for appointment at SMS level will be the successful completion of the Senior Management Pre-Entry Programme as endorsed by the National School of Government with effect from 1st April 2020. This is a Public Service specific training programme which will be applicable for appointments at SMS post. The link is as follows: www.thensg.gov.za/training-course/sms-pre-entry-programme.

MANAGEMENT ECHELON

- POST 05/346** : **HEAD OF DEPARTMENT: HEALTH REF NO: OTP/54/23/01**
(5 Years Fixed Term Contract)
Re – Advert, Candidates who previously applied for post of HOD: Health are encourage to re-apply.
- SALARY** : R2 068 458 per annum, (SMS Grade D, Level 16). Non-pensionable HoD allowance: 10% of the payable inclusive remuneration package
- CENTRE** : Polokwane: Head Office
- REQUIREMENTS** : An undergraduate qualification NQF level 7 and a post graduate qualification NQF level 8 as recognised by SAQA; At least 8 -10 years' experience at a senior managerial level(3 years of which must be with an organ of State as defined in the Constitution, Act 108 of 1996).A post graduated qualification in Medical / Health Science will be an added advantage; valid driver's licence (with the exemption of applicants with disabilities); Competencies: Core and Process Competencies: Strategic Capability and Leadership; Programme and Project Management; Financial Management; Change Management; Problem Solving and Analysis; Knowledge Management; Client Orientation and Customer Focus; Communication; Knowledge And Skills: Demonstrated ability to: Apply strategic thinking processes to influence the conceptualisation of a vision, align internal processes, systems and goals to the vision; Apply own judgement and take bold decisions in the context of varied levels of risk and ambiguity; Work effectively in ambiguous or changing situations. Apply purposeful and goal-directed thinking processes to evaluate information, assess situations and courses of action and to formulate inferences, calculate possibilities and reach logical conclusions through an unbiased, rational approach; Identify problems, their root causes, interrelations between problems and find solutions to them. Maintain high quality standards in the output and encourage others to meet similar standards. Exchange information and ideas, both verbally and in writing, in a clear and concise manner appropriate for the audience in order to explain, persuade, convince and influence others to achieve the desired outcomes. Understand, interpret and apply relevant legislation, policies, regulations, instructions, standards and guidelines to support the Department to effectively and efficiently deliver on its mandate. Manage allocated resources, both human and capital, effectively, economically and efficiently. Prepare and Manage strategic plans, business plans and budgeting. Knowledge of relevant public service acts, regulations and frameworks. Knowledge and understanding of policy analysis, development and interpretation. Negotiation skills, Track record in preparation of management of strategic plans, business plans and budgeting. Ability to interact at both strategic and operational levels.
- DUTIES** : The successful candidate will be the Head of Department and Accounting Officer responsible for:- Establish strategic direction of the department to ensure alignment with mandates by:-Providing Departmental Management and Planning; Providing Corporate Governance in the Department; Providing Executive authority and management support; Ensure the provision of strategic guidance and support in the delivery of integrated and comprehensive health care services in the Province; Ensure the establishment, implementation and maintenance of appropriate systems (Analytical Tools, ICT and models or projections of expenditure/cost behaviour) and policies to ensure effective and efficient management of resources (financial, human, Technological and physical) by providing financial management and corporate services in the Department; Direct support to the MEC; Provide strategic leadership of the Department; Regional Integration Implementation of MISS; Managing a corporate/enterprise through leading people and task execution management; Design Strategic Planning Frameworks; Leadership and Management Strategy.
- ENQUIRIES** : Ms. Suzan Mahlase Tel No: (015) 287 6030 / Mr. Junior Maboya Tel No: (015) 287 6290 / Ms. Moipone Mathole Tel No: (015) 287 6360
- POST 05/347** : **HEAD AND ACCOUNTING OFFICER FOR DEPARTMENT OF ECONOMIC DEVELOPMENT, ENVIRONMENT AND TOURISM REF NO: OTP/54/23/02**
(Five (5) Years Fixed Term Contract)
- SALARY** : R1 590 747 per annum, (SMS Grade D, Level 15). Non-pensionable HoD allowance: 10% of the payable inclusive remuneration package

**CENTRE
REQUIREMENTS**

: Polokwane
: An undergraduate qualification NQF level 7 and a post graduate qualification NQF level 8 as recognised by SAQA; At least 8 -10 years' experience at a senior managerial level(3 years of which must be with an organ of State as defined in the Constitution, Act 108 of 1996). A post graduated qualification in Transport Management / Policing will be an added advantage; Valid driver' license (exempting applicants with disabilities). Core And Process Competencies: Strategic Capability and Leadership; Programme and Project Management; Financial Management; Change Management; Problem Solving and Analysis; Knowledge Management; Client Orientation and Customer Focus; Communication; Key Knowledge And Skills: Demonstrated ability to: Apply strategic thinking processes to influence the conceptualisation of a vision, align internal processes, systems and goals to the vision; Apply own judgement and take bold decisions in the context of varied levels of risk and ambiguity; Work effectively in ambiguous or changing situations. Apply purposeful and goal-directed thinking processes to evaluate information, assess situations and courses of action and to formulate inferences, calculate possibilities and reach logical conclusions through an unbiased, rational approach; Identify problems, their root causes, interrelations between problems and find solutions to them. Maintain high quality standards in the output and encourage others to meet similar standards. Exchange information and ideas, both verbally and in writing, in a clear and concise manner appropriate for the audience in order to explain, persuade, convince and influence others to achieve the desired outcomes. Understand, interpret and apply relevant legislation, policies, regulations, instructions, standards and guidelines to support the Department to effectively and efficiently deliver on its mandate. Manage allocated resources, both human and capital, effectively, economically and efficiently. Prepare and Manage strategic plans, business plans and budgeting. Knowledge of relevant public service acts, regulations and frameworks. Knowledge and understanding of policy analysis, development and interpretation. Negotiation skills, Track record in preparation of management of strategic plans, business plans and budgeting. Ability to interact at both strategic and operational levels.

DUTIES

: Demonstrated ability to: Oversee promotion and development of economic growth within the Province. Guide and direct Economic development planning and research, Development of enterprises and co-operatives in all sectors, Establishment, development and promotion of industries and Creation of a healthy and fair business practice environment. Ensure social development and empowerment. Ensure that there is conducive environment for economic growth. Oversee promotion and development environmental and tourism activities within the Province. Guide and direct Environmental protection and waste and pollution management, Biodiversity support services and utilisation of natural resources, Tourism development, Ensure community involvement and beneficiation. Ensure adequate regulation of environmental matters. Ensure optimal functioning of tourism products and provincial nature reserves (Limpopo Wildlife Resorts). Providing financial management and corporate services in the Department. Direct support to the MEC. Provide strategic leadership of the Department. Regional Integration Implementation of MISS. Managing a corporate/enterprise through leading people and task execution management. Design Strategic Planning Frameworks.

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