

DEPARTMENT OF COOPERATIVE GOVERNANCE

The vision of the Department of Cooperative Governance is one of having a well co-ordinated system of Government consisting of National, Provincial and Local spheres working together to achieve sustainable development and service delivery. The Department intends to invest in human capital, increase integrated technical capacity directed at service delivery and promote representivity in the Department through the filling of this post. The candidature of persons whose appointment/transfer/promotion will promote representivity will therefore receive preference.

- CLOSING DATE** : 17 March 2023
- NOTE** : Applicants are advised that a new application for employment (Z83) has been in effect since 1 January 2021. The new application for employment form can be downloaded at <http://www.dpsa.gov.za/dpsa2g/vacancies.asp>. Applications submitted using the old Z83 form will not be accepted. Applications must be accompanied by a comprehensive CV, with specific starting and ending dates in all relevant positions and clarity on the levels and ranks pertaining to experience, as well as current remuneration package, as well as at least 2 contactable references. Only shortlisted candidates will be requested to submit certified documents/ copies on or before the interviews. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Incomplete applications or applications received after the closing date will not be considered. All shortlisted candidates will be subjected to a technical exercise (or exercises/follow-up engagements/second round interviews/or any other method) that intends to test relevant technical elements of the job. Following the interview and technical exercise(s), 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. Core competencies: Strategic capacity and leadership. People management and empowerment. Advanced programme and project management. Change management. Financial management. Process Competencies: Knowledge management. Service Delivery Innovation. Advanced problem-solving and analysis. Client orientation and customer focus. Advanced communication skills (written and verbal). The successful candidate will be appointed subject to positive results of a pre-employment screening process which includes criminal records and verification of educational qualification certificates. It is important to note that it is the applicant's responsibility to ensure that all information and attachments in support of the application are submitted by the due date. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of the advertisement, please accept that your application has been unsuccessful. The Department reserves the right to make an appointment. One of the below posts is a senior management post. The requirements for appointment at Senior Management Service level include the successful completion of Senior Management Pre-entry Programme as endorsed by the National School of Government. Applicants should therefore submit proof that they have registered for the Pre-entry Certificate, which can be accessed using the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Shortlisted candidates must provide proof of successful completion of the course. Persons with disabilities are encouraged to apply.

MANAGEMENT ECHELON

- POST 08/37** : **CHIEF DIRECTOR: POLICY, INSTITUTIONAL DEVELOPMENT AND COMPLIANCE MANAGEMENT REF NO: 31853/01**
- SALARY** : R1 308 051 per annum (Level 14), (an all-inclusive remuneration package). The package includes a basic salary (70% of package) and a flexible portion that may be structured in terms of the applicable guidelines. Candidates earning more than the first notch of the Salary Level will be treated according to provisions in PSR 44.
- CENTRE** : Pretoria
- REQUIREMENTS** : A Grade 12 Certificate, and a three-year NQF level 7 qualification as recognised by SAQA, preferably in Disaster Management, Development

Studies, Environmental or Social Sciences. A minimum of 5 years' experience at senior management level in Disaster Risk Management. Proficient in Microsoft Suite as well as Microsoft Office 365 applications. The Nyukela Senior Management Pre-Entry Programme to be completed before appointment to the post. A valid driver's license. Additional Requirements (Advantage): A related postgraduate qualification (NQF level 8 as recognised by SAQA). Generic Competencies: Strategic capacity and leadership. People management and empowerment. Programme and project management. Financial management. Change management. Knowledge management. Service delivery. Problem solving and analysis. Client orientation and customer focus. Communication (verbal and written). Technical Competencies: In-depth knowledge of, Disaster Management Act, 57 of 2002, National Disaster Management Framework and related legislation, the concept of disaster risk management, the core philosophy of disaster risk reduction and mainstreaming risk reduction into development, project management methodologies, information management and GIS, functioning of Provincial and Local Government, national policy and strategies on fire services.

DUTIES : The successful candidate will perform the following duties: Oversee the development and strengthening of the regulatory frameworks relating to disaster management. Manage and oversee the assessment of compliance to disaster management legislation and develop and provide implementation support of disaster management policies and legislative frameworks across the three spheres of government. Establish, maintain, and oversee institutional arrangements and manage cooperation arrangements to foster national, regional, and international stakeholder collaboration that will enable implementation of the provisions of the Disaster Management Act, 57 of 2002. Oversee the implementation and review of Fire Services legislation (Fire Brigade Services Act, 99 of 1987) and oversee the development and review of policies, strategies, and frameworks nationally. Perform management functions of the Chief Directorate.

ENQUIRIES : Mr J. Tidimane Tel No: 012 334 0734
APPLICATIONS : Applications must be submitted electronically via email to cogta131@ursonline.co.za. URS Response Handling Tel No: 012 811 1900.

OTHER POST

POST 08/38 : **DEPUTY DIRECTOR: DISASTER PREPAREDNESS, RESPONSE AND RECOVERY COORDINATION REF NO: 31853/02**

SALARY : R766 584 per annum (Level 11), (an all-inclusive remuneration package)
CENTRE : Pretoria
REQUIREMENTS : A Grade 12 Certificate and a three-year NQF level 6/7 qualification as recognised by SAQA, preferably in Disaster Management/ Development Studies/Environmental or Social Sciences with 3 to 5 years' experience in Disaster Risk Management. Proficiency in MS Excel, MS Word. Driver's license and willingness to travel extensively. Generic Competencies: Planning and organising. Coordination. Problem solving and decision making. Project management. People management and empowerment. Client orientation and customer focus. Team leadership. Diversity management. Communication (verbal and written). Technical Competencies: In-depth knowledge of: Policy and legislation relevant to disaster risk management function in South Africa and internationally. The concept of disaster risk management, in particular, for preparedness, response and recovery coordination. Policy and legislation relevant to funding arrangements for disaster risk management across organs of state, in particular, for preparedness, response, and recovery coordination. Core philosophy of disaster risk reduction and mainstreaming risk reduction into development initiatives in particular the built-back-better principle. Project management methodologies. Provincial and local government environment. Intergovernmental relations. Knowledge, understanding, interpretation and application of spatial data.

DUTIES : The successful candidate will perform the following duties: Manage the coordination and development of national disaster response and recovery strategies and implement applicable Standard Operating Procedures. Manage the development and implementation of guidelines and templates on disaster damage assessments, classification, declaration process and rehabilitation measures that incorporates the " Build Back Better" principle. Manage the development of national seasonal contingency plans to ensure seasonal

hazards preparedness, response and recovery. Manage the coordination and activate the National Disaster Operation Centers during disaster response and recovery interventions. Manage the development and implementation of disaster mechanisms for funding disaster management, guidelines, and frameworks.

ENQUIRIES
APPLICATIONS

- : Mr Motlalepula Pitso Tel No: 012 334 4915
- : Applications must be submitted electronically via email to cogta132@ursonline.co.za. URS Response Handling Tel No: 012 811 1900.