

DEPARTMENT OF BASIC EDUCATION

- APPLICATIONS** : Submitted via post to: Private Bag X895, Pretoria, 0001 or hand-deliver to: The Department of Basic Education, 222 Struben Street, Pretoria. Please visit the Department of Education's website at www.education.gov.za or the Department of Public Service and Administration vacancy circulars at www.dpsa.gov.za
- FOR ATTENTION NOTE** : Ms M Mahape/Ms N Monyela
: Applications must be submitted on the most recently approved Z83 Application for Employment Form, obtainable from the DBE Website or any Public Service Department/Webpage. Use of the old Z83 Form will result in disqualification. The Z83 must be completed in full and page 2 duly signed. A clear indication of the post and reference number that is being applied for must be indicated on your Z.83. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 with a detailed Curriculum Vitae (only). Certified copies of qualifications and other relevant documents will be requested from shortlisted candidates on or before the day of the interview. Successful candidates will be subjected to Personnel Suitability Checks (criminal record, citizenship & financial/asset record checks, qualification and employment verification including social media profiles). Appointment is subject to positive results of the security clearance process. The successful candidate will be required to sign an annual performance agreement and, where applicable, annually disclose his/her financial interests. All applicants are required to declare any conflict or perceived conflict of interest, to disclose memberships of Boards and directorships that they may be associated with. Applicants who do not comply with the requirements outlined above, will not be considered. Applications received after the closing date and e-mailed or faxed applications will not be considered.
- CLOSING DATE** : 26 May 2023

MANAGEMENT ECHELON

- POST 16/10** : **DIRECTOR REF NO: DBE/13/2023**
Branch: Care and Support in Schools
Directorate: Sport and Enrichment in Education
- SALARY CENTRE REQUIREMENTS** : R1 105 383 per annum
: Pretoria
: Applicants must be in possession of a Senior Certificate and a recognised undergraduate qualification (NQF level 7) as recognised by SAQA or equivalent qualification in the Social Sciences, Sports Sciences, Creative Arts, Performing Arts or Education; Relevant postgraduate qualification will be an added advantage; Five years' relevant experience at middle/senior managerial level; Experience in the management of large scale sports and/ or arts and culture projects will be an advantage; Substantial experience in education, sports and arts administration; Excellent communication, interpersonal and writing skills.
- DUTIES** : The successful candidate will provide strategic leadership and operational management of the Directorate; Develop and implement school sports, arts programmes and manage all national co-curricular programmes; Liaise and cooperate with provincial education departments, national government departments, universities, research organisations, sport federations, arts education entities as well as NGOs and civic organisations; Monitor and evaluate the implementation of policies and strategies in provinces for the advancement of sport, arts and culture in education; Represent the Directorate, both internally and externally as required
- ENQUIRIES NOTE** : Ms M Mahape Tel No: (012) 357 3291/Ms N Monyela Tel No: (012) 357-3294
: A Certificate for SMS pre-entry programme is required for all SMS appointments, the full details of the outlined requirements and course information can be sourced by following the link <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical element of the job, the logistics of which will be communicated by the department. Following the interview and the 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. The incumbent will have to sign an annual performance agreement as well as annually disclose his/her financial interests and be subjected to a security clearance.