

DEPARTMENT OF HOME AFFAIRS



CLOSING DATE : 02 June 2023

NOTE : Applications must be sent to the correct address specified at the bottom of the 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 17/63 : **CHIEF DIRECTOR: SECURITY SERVICES REF NO: HRMC 30/23/1**
Branch: Counter Corruption and Security Services
Chief Directorate: Security Services

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 : Head Office, Pretoria
An undergraduate qualification in Security Studies / Security Management / Defence Studies / Police Science / Policing at NQF level 7 as recognised by SAQA. Completion of the Senior Management Services Pre-entry Certificate upon appointment. 5 years' experience at a Senior Managerial level, specifically within a Security and Counter Corruption environment. Knowledge of the Constitution of South Africa. Knowledge of Access Control Act, National Key Point Act as amended by the Protection of Critical Infrastructure Act, National Key Point Regulations, PSIRA Act, PSIRA Standards, Minimum Security Standards (MSS) and Minimum Physical Security Standards (MPSS). Knowledge and understanding of legislative and regulatory frameworks on Public Service, Departmental Core Business Security and Counter Corruption matters. Knowledge and understanding of principles of finance and

components involved in contract management. Knowledge and ability to provide advisory services by establishing and ensuring that all security structures and committees are in place and are functional and effective. Required skills and competencies: Strategic capability and leadership. Service delivery innovation. Client orientation and customer focus. People management and empowerment. Honesty and integrity. Change, programme and project management. Knowledge and information management. Excellent communication skills. Problem solving and analysis. Presentation and report writing skills. Influencing and networking. Conflict management. Policy development. Diplomacy. A valid driver's license, willingness to travel (international) and extended working hours may be required.

DUTIES

: The successful candidate will be responsible for, amongst others, the following specific tasks: Oversee and manage the implementation of the strategy of the security services in the Department. Oversee and manage the identification and analysis of criminal trends, and security risk in processes, systems facilities or structures that contribute to irregularities or unlawful conduct or bridges. Oversee and manage the development and preventative strategy or measures in order to mitigate identified trends and risk. Oversee and manage the implementation of operations of the vetting services and functions across the Department. Oversee and manage development of identified policies and procedures in conjunction with the policy and strategy within the Unit. Provide strategic leadership and direction to the Chief Directorate. Develop, implement business plan for effective prioritisation and resource planning to meet the strategic objectives. Manage and 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. Manage human, financial and physical resources within the Unit. Manage and implement strategic objectives and innovation within the Department.

ENQUIRIES

: Ms C Mocke at 082 301 8580

APPLICATIONS

: 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: E-mail: ccrecruitment@dha.gov.za