

**PROVINCIAL ADMINISTRATION: NORTH WEST
DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT**

- APPLICATIONS** : Quoting the relevant reference, should be forwarded as follows: The Directorates - Dr Ruth Segomotsi Mompoti District: The District Director, Dr Ruth Segomotsi Mompoti District Services, P.O.Box 112, Vryburg, 8600, for attention of Ms K Mmolawa
The Directorate - Structured Agricultural Education & Training (Taung Agricultural College): The District Director, Dr Ruth Segomotsi Mompoti District Services, P.O.Box 112, Vryburg, 8600, for attention of Ms K Mmolawa
The Directorate - Structured Agricultural Education & Training (Potchefstroom Agricultural College): The District Director, Dr Kenneth Kaunda District Services, P.O.Box 804, Potchefstroom, 2520, for attention of Ms C Hilderbrand
All other posts for Mahikeng - Head Office and State Veterinarians, The Director Human Resource Management, Department of Rural, Environment and Agricultural Development, Directorate: Human Resource Management, Private Bag X2039, Mmabatho 2735, for the attention Mr. I.O. Molale or delivered at the AgriCentre Building, corner Dr James Moroka and Stadium Road, Mmabatho.
- CLOSING DATE** : 21 July 2023
- NOTE** : This Department is an equal opportunity and affirmative action employer. It is our intention to promote representatively (race, gender and disability) in the Department through the filling of these posts and candidates whose transfer/promotion/appointment will promote representativity will receive preference. Applications must be submitted on form Z83, obtainable from any Public Service Department or on the internet at www.gov.za/documents. The completed and signed form Z83 should be accompanied by a recently updated, comprehensive CV as well as three contactable referees. Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. No faxed, copied or e-mailed application will be considered. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful. The successful candidate must disclose to the Head of Department particulars of all registrable financial interests, sign a performance agreement and employment contract with the Head of Department within three months from the date of assumption of duty and obtain a top secret security clearance. All appointments are subject subjected to personnel suitability checks (criminal record check, citizenship verification, financial/asset record checks, qualification/study verification and previous employment verification, reference checks and security vetting. Following the interview and technical exercise, the selection panel will recommend candidates to attend generic managerial competency assessment. The Department reserves the right not to make appointment for the above advertised posts. The successful candidates will enter into an employment contract with the Department that will be reviewed based on performance for further details, please click on the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. For more information regarding the course please visit the NSG website: www.thensg.gov.za. Candidates who have previously applied for the positions are encouraged to re-apply.

OTHER POSTS

- POST 23/395** : **DEPUTY DIRECTOR: AGRICULTURE REF NO: NWARD 12/06/23**
- SALARY** : R811 560 per annum (Level 11), (all-inclusive remuneration package)
- CENTRE** : Potchefstroom
- REQUIREMENTS** : Grade 12 plus a Bachelor's degree (NQF 7) in Agriculture or Agricultural Extension A minimum of 6 years' experience in the appropriate field of Agriculture of which three (3) must be at Assistant Director level Registration with SACNASP Courses in Project Management & Evaluation will be an added advantage Planning and organising skills Written and verbal communication skills Good interpersonal relationship skills. A valid, unendorsed driver's licence.

DUTIES : Manage the provision of extension and advisory services in relation to the Agriculture Policy Action plan (APAP) commodities Manage the linkage and exchanging of information between research, extension and producers Manage the provision of technical agricultural information to farmers Manage the development and reviewing of guidelines and procedures Manage Human, Finance and Physical resources of the unit.

ENQUIRIES : Dr NS Molepo Tel No: (018) 299 6504/5

POST 23/396 : **DEPUTY DIRECTOR: ORGANISATIONAL DESIGN, HR PLANNING AND SYSTEMS REF NO: NWDARD 13/06/23**
(Re-advert)

SALARY CENTRE REQUIREMENTS : R811 560 per annum (Level 11), (all-inclusive remuneration package)
: Mahikeng - Head Office
: Grade 12 plus a Bachelor's degree/ or National Diploma in Human Resource Management, Operations Management, Production Management, Management Services Knowledge of Job Evaluation systems with a certificate and Org Plus software. PERSAL staff establishment will be an added advantageA minimum of six (6) years' experience in organizational development/ design environment and human resource planning of which three (3) years must be at Assistant Director level Computer literacy in MS Office packages Valid Driver's license Knowledge of organizational development, organizational design, job evaluation system, procedure and methods and human resource planning specifically in the public service Sound knowledge and understanding of human resource legislation in the public service. Good communication skills (verbal and written) Presentation, facilitation, report writing, planning and organizing skills Problem solving and project management skills. A valid Driver's license.

DUTIES : Management of organisational design and development services Management of the business process mapping and improvement processes Development and facilitation of the organization structure processes Development of service delivery model Development and implementation of human resource plan Development and management of human resource delegation delegations and register Management of PERSAL control services and staff establishment Facilitate the development and management of job descriptions and job description database Management and facilitation of job evaluation processes Manage the provision of operations management services and employee satisfaction survey Management of staff and development of policies Coordinate and consolidate the human resource management monthly, quarterly and annual reports

ENQUIRIES : Y Modubu, tel: (018) 389 – 5638

POST 23/397 : **DEPUTY DIRECTOR: EMPLOYEE HEALTH AND WELLNESS REF NO: NWDARD 14/06/23**
Directorate: Human Resource Development

SALARY CENTRE REQUIREMENTS : R811 560 per annum (Level 11), (all-inclusive remuneration package)
: Mahikeng - Head Office
: Grade 12 plus a Bachelor's degree in Social Work or Psychology. Registration with South African Council of Social Services Professions (SACSSP)/ Health Council of South Africa. A minimum of six (6) year's relevant experience in the field of Employee Health and Wellness Field of which 3 years should be at Assistant Director level. Knowledge, Medical Schemes Act 131 of 1998, Public Service Regulations, RSA Constitution, OHS Act 29 of 1996. Financial management, Project Management, Project Management, Counselling, Report Writing, Organizing and Planning, Good communication, Leadership and Facilitation Skills. Managing HIV and AIDS in the workplace Guidelines, Computer literacy (MS Office packages) and a Valid Driving License.

DUTIES : Development and implementation of, reporting on and monitoring of Wellness Management Programme. Development and implementation of, reporting and monitoring of HIV, AIDS, STI and TB Management Programme. Development and implementation of reporting on and monitoring of Health and Productivity Management Programme. Development and implementation of, reporting on and monitoring of the SHERQ Manage Human, Finance and Physical resources of the unit.

ENQUIRIES : Ms. K. Pule Tel No: (018) – 3895258/5225

OFFICE OF THE PREMIER

- APPLICATIONS** : Applications should be forwarded to: Applications must be forwarded for attention: The Director-General, Office of the Premier, Private Bag X129, Mmabatho, 2735 or hand delivered at the Directorate of Human Resource Practices and Administration, Ground Floor, Ga-rona Building or can be emailed to recruitment1@nwpg.gov.za/ recruitment2@nwpg.gov.za, provided below enquiry at of each post.
- CLOSING DATE** : 28 July 2023
- NOTE** : The North West Province is an equal opportunity, affirmative action employer. It is our intention to promote gender and disability in the Department/s through the filling of these posts. Candidates whose transfer/promotion/ appointment will promote the aforementioned will receive preference. The Applicant must fully complete all fields on the New Amended Z83 Form (81/971431) as prescribed with effect 01 January 2021, which must be signed, initialed on every page. The new Z83 Form obtainable from any Public Service Department or on the Department of Public Service and Administration (DPSA) website link: <http://www.dpsa.gov.za/newsroom/psvc/> and must be accompanied by a recently updated and Comprehensive/Detailed Curriculum Vitae with competencies and experience, including three (3) names of contactable referees. Applicants are not required to submit copies of qualifications and other relevant documents on application. The communication from the HR department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following communication from HR. Failure to submit the requested documents will result in your application not being considered. Shortlisted candidates for senior management posts will be subjected to a technical assessment and the selected interviewed candidates will be subjected to a two day competency assessments. Please note: It is a responsibility of a person in possession of a foreign qualification to furnish the Department with an evaluation certificate from South African Qualifications Authority (SAQA). Applications with incorrect information and/or those received after the closing date indicated below will, as a rule, not be accepted. Due to the large number of applications we envisage to receive, applications will not be acknowledged. You may, however, contact the relevant enquiry persons to confirm if your application has been received. If you do not receive any response from us within 90 days of the closing date, please accept that your application was unsuccessful. The Department reserves the right not to make any appointments to the advertised posts. (Applications must have reached the Office by 15h00 pm on the closing date, otherwise they will not be considered).

MANAGEMENT ECHELON

- POST 23/398** : **HEAD OF DEPARTMENT/ SUPERINTENDENT GENERAL: DEPARTMENT OF EDUCATION REF NO: NWP/OOP/2023/50**
(5-year Fixed-Term Contract)
(Re-advertisement, Applicants who previous applied for this post are encouraged to re-apply.
- SALARY** : R2 158 533 per annum (Level 16), (all-inclusive remuneration package consisting of a basic salary, the states' contribution to the Government Employees Pension Fund and a flexible portion that may be structured i.r.o. the applicable rules) plus Non-pensionable Head of Department's allowance equal to 10% of the all-inclusive remuneration package
- CENTRE** : Mmabatho
- REQUIREMENTS** : An appropriate Bachelor's degree (NQF level 7) plus a Postgraduate qualification (NQF Level 8) as recognised by SAQA. A minimum of eight (8) years' experience at senior managerial level of which at least 3 years must be with an organ of state. The office reserves the right to introduce other objective requirement/s should a need arise. Applicants who do not possess SMS Pre-Entry Certificate shall be considered for shortlisting and interviews, but the successful candidate shall not be appointed before successfully obtaining the certificate (SMS Pre-Entry/Programme) offered by the National School of Government. Information can be accessed via this link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Core management competencies: Strategic capability and leadership skills. Client

- orientation and customer focus. Financial management. People management and empowerment. Communication. Project and programme management. Change management, Knowledge management and service delivery, Client orientation and customer focus, Problem solving and analysis, Knowledge of MS Word, MS Excel and MS PowerPoint.
- DUTIES** : Provide effective, efficient management and administration in the Department. Provide strategic direction and leadership to the department. Ensure effective utilization and training of staff. Maintain sound labour relations and discipline of staff. Ensure proper use, care and maintenance of state assets and resources. Render sound financial management in the department, including serving as an Accounting Officer of the department. Implement all laws and policies applicable to the department, any other function that may in law be entrusted, assigned, or delegated to an Accounting Officer and or Head of Department.
- ENQUIRIES** : B Malwane Tel No: (018) 388 3710 and 083 628 5501
recruitment1@nwp.gov.za
- POST 23/399** : **HEAD OF DEPARTMENT: DEPARTMENT OF ECONOMIC DEVELOPMENT, ENVIRONMENT, CONSERVATION AND TOURISM (DEDECT) REF NO: NWP/OOP/2023/51**
(5-year Fixed-Term Contract)
(Re-advertisement)
- SALARY** : R1 663 58 per annum (Level 15), (all-inclusive remuneration package consisting of a basic salary, the states' contribution to the Government Employees Pension Fund and a flexible portion that may be structured i.r.o. the applicable rules) plus Non-pensionable Head of Department's allowance equal to 10% of the all-inclusive remuneration package
- CENTRE REQUIREMENTS** : Mmabatho
: An appropriate Bachelor's degree (NQF level 7) plus a Postgraduate qualification (NQF Level 8) as recognised by SAQA. A minimum of eight (8) years' experience at senior managerial level of which at least 3 years must be with an organ of state. The office reserves the right to introduce other objective requirement/s should a need arise. Applicants who do not possess SMS Pre-Entry Certificate shall be considered for shortlisting and interviews, but the successful candidate shall not be appointed before successfully obtaining the certificate (SMS Pre-Entry/Programme) offered by the National School of Government. Information can be accessed via this link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Core management competencies: Strategic capability and leadership skills. Client orientation and customer focus. Financial management. People management and empowerment. Communication. Project and programme management. Change management, Knowledge management and service delivery, Client orientation and customer focus, Problem solving and analysis, Knowledge of MS Word, MS Excel and MS PowerPoint.
- DUTIES** : Provide effective, efficient management and administration in the Department. Provide strategic direction and leadership to the department. Ensure effective utilization and training of staff. Maintain sound labour relations and discipline of staff. Ensure proper use, care and maintenance of state assets and resources. Render sound financial management in the department, including serving as an Accounting Officer of the department. Implement all laws and policies applicable to the department, any other function that may in law be entrusted, assigned, or delegated to an Accounting Officer and or Head of Department.
- ENQUIRIES** : B Malwane Tel No: (018) 388 3710 and 083 628 5501
recruitment2@nwp.gov.za
- NOTE** : Applicants who previous applied for this post are encouraged to re-apply.