

## 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.*

- APPLICATIONS** : Applications must be submitted electronically via email to [Executives@phakipersonnel.co.za](mailto:Executives@phakipersonnel.co.za) For application enquiries contact Koena Tibane Tel No: (011) 941 1953.
- CLOSING DATE** : 14 June 2024
- 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. The below post 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, which can be accessed using the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Candidates must provide proof of successful completion of the course prior to appointment. Persons with disabilities are encouraged to apply.

## MANAGEMENT ECHELON

- POST 19/01** : **CHIEF DIRECTOR: DISASTER RISK REDUCTION, CAPACITY DEVELOPMENT REF NO: CD/DRRCD-05/24**
- SALARY** : R1 371 558 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. (Kindly note that this is a re-advertisement and candidates who had previously applied are encouraged to re-apply)

**CENTRE  
REQUIREMENTS**

: Pretoria  
: A Grade 12 Certificate, and a three-year NQF level 7 qualification as recognised by SAQA, preferably in Development Studies, Disaster Risk Management/ equivalent qualification. A minimum of 5 years' experience at senior management level in local government operations. Disaster Risk Management will be an added advantage. Proficient in Microsoft Suite as well as Microsoft Office 365 applications. The Nyukela Senior Management Pre-Entry Programme is to be completed before appointment to the post. A valid driver's license. Additional Requirements (Advantage): A postgraduate qualification (NQF level 8 as recognised by SAQA). Involvement with or in United Nations organizations through participation at conventions, workshops or in committees dealing with environmental risks. Experience as a Senior Lecturer and/or Senior Researcher at a Tertiary institution in the disaster management fraternity. 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 2005 and related legislation, the concept of disaster risk management, the core philosophy of disaster risk reduction and mainstreaming risk reduction into development programmes, project management methodologies, information management and GIS.

**DUTIES**

: The successful candidate will perform the following duties: Promote education, training, public awareness and research among role-players and communities. Facilitate the development and implementation of disaster risk reduction planning and strategies. Promote and facilitate disaster risk assessment and early warnings. Managerial functions for SMS relating to strategic, operational and risk management, financial and contract management, and human resources.

**ENQUIRIES**

: Mr J Tidimane Tel No: (012) 334 0734