

DEPARTMENT OF BASIC EDUCATION

The Department of Basic Education is committed to providing equal opportunities and practicing affirmative action employment. It is our intention to promote equity through the filling of all numeric targets as contained in the Employment Equity Plan. To facilitate this process successfully, an indication of race, gender and disability status is required. Preference will be given to underrepresented groups as per the DBE Employment Equity Targets. Women and people with disabilities are encouraged to apply.

- APPLICATIONS** : Submitted via post to: Private Bag X895, Pretoria, 0001 or hand-deliver to: The Department of Basic Education, 222 Struben Street, Pretoria or you can email your application at HR@dbe.gov.za. 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** : Ms M Mahape
- CLOSING DATE** : 30 September 2024
- NOTE** : 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.

OTHER POST

- POST 33/01** : **INDEPENDENT MEMBER OF INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) STEERING COMMITTEE REF NO: DBE/05/2024 (X2 POSTS)**
Applicants are hereby invited to serve as independent member(s) of the ICT Steering Committee of the Department of Basic Education (DBE) for a period of three years.
- SALARY** : Members will be remunerated according to the charge rate published by Auditor General of South Africa and will be compensated for the preparation and attendance of meetings.
- CENTRE** : Pretoria
- REQUIREMENTS** : Applicants must be in possession of an appropriate recognised post-graduate degree in Information Communication Technology (ICT) or equivalent qualification with expertise in Information and Communication Technology; A Master's degree in ICT and membership with a relevant professional body will serve as an added advantage; The candidate must have served as a member of the ICT Steering Committee and or Audit Committee in the public sector for at least three years; At least four (4) quarterly ICT Steering Committee meetings per financial year and not limited to special meetings request that may arise during their contract of service. Competencies: Five years of management experience at a Senior level related to ICT; Proven knowledge and understanding of King IV Report on Corporate Governance requirements and Government-related legislation, policies, and processes and Excellent communication skills.
- DUTIES** : Providing oversight on: The management of Corporate Governance of ICT in the Department, the CGICT Policy Framework, ICT Strategic Plan, ICT Implementation Plan (MTEF) and ICT Operational Plan as directed by the DBE ICT Strategy Plan; The implementation and the progress reporting on the implementation of the CGICT Policy Framework, ICT Strategic Plan, ICT

Implementation Plan (MTEF) and ICT Operational Plan as approved by the ICT Strategic Committee; The establishment of a functional ICT organisational structure, resources and capacity according to the needs and priorities of the Department; The development of a project plan for each ICT initiative to organise and manage resources (people and funding) in such a way that these resources deliver all the work required to complete a project within the defined scope, quality, time and cost; Articulation of the ICT risk appetite and its management within the risk management practices of the Department; Performance monitoring of external ICT service providers (3rd parties) through service level agreement and service management engagements; Oversight and reporting on ICT security (including cyber security) to ensure that protection of electronic information systems and infrastructure to maintain confidentiality, integrity and availability of information. committee meetings: Members will at least attend 4 meetings. 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.

ENQUIRIES
NOTE

- : Ms M Mahape Tel No: (012) 357 3291
- : People with disabilities are encouraged to apply.