

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.

<u>APPLICATIONS</u>	:	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 Recruitment@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
<u>FOR ATTENTION</u>	:	Mr M Segowa/Ms N Monyela
<u>CLOSING DATE</u>	:	29 September 2025
<u>NOTE</u>	:	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 abovementioned requirements will not be considered. Applications received after the closing date and e-mailed or faxed applications will not be considered.

MANAGEMENT ECHELON

<u>POST 33/01</u>	:	<u>CHIEF DIRECTOR: MEDIA LIAISON AND NATIONAL AND PROVINCIAL COMMUNICATION REF NO: DBE/07/2025</u> Branch: Office of the Director General Chief Directorate: Media Liaison and National and Provincial Communications
<u>SALARY</u>	:	R1 494 900 per annum
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	The applicant must be in a possession of a relevant Bachelor's degree (NQF level 7) or equivalent qualification in Communication as recognised by SAQA; The incumbent must have five (5) years' experience at a Senior managerial level in the communication field; Extensive experience in media and communications fields; Process Competencies: Knowledge Management, Service Delivery Innovation, Problem-Solving and Analysis; Client Orientation, Customer Focus and Communication Skills. Core Competencies: Strategic Capacity and Leadership, People Management and Empowerment, Financial Management and Change Management, Promotion Communication, Innovation, Creativity and ability to prepare speeches; The candidate must be confident, trustworthy, accurate, adaptable and diplomatic; Applicant must have a valid driver's licence and willing to travel extensively.
<u>DUTIES</u>	:	The successful candidate will be responsible for overseeing and providing strategic direction to all Communication Directorates in order to ensure efficient delivery of communication services to the Ministry and the Department of Basic Education; Overseeing and providing strategic in the development and implementation of communication campaigns for the Ministry and the Department of Basic Education; Building and sustaining a positive reputation for the Minister and the Department of Basic Education; Managing unplanned and urgent communication matters for the Minister and the Department of Basic Education; Arranging media and press conferences; Responding to

media enquiries; Responding timeously to deadlines and to providing quality inputs into matters that affect the Minister and the Department of Basic Education; Ensuring effective management and utilisation of the appropriate communication channels for the Ministry and the Department of Basic Education; Ensuring that the delegated tasks and assignments for the Minister, Deputy Minister, Director-General, HEDCOM and CEM aimed at enhancing the programmes and projects within the Department of Basic Education and the Provincial Education Department, are undertaken; Ensuring that the appropriate financial administrative and personnel management of the Department of Basic Education, as well as the relevant Public Service and Administration Policies and the PFMA.

**ENQUIRIES
NOTE**

: Mr M Segowa Tel No: (012) 357 4291 or 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.

POST 33/02

: **CHIEF DIRECTOR: LEGAL AND LEGISLATIVE SERVICES REF NO: DBE/08/2025**
Branch: Finance and Administration
Chief Directorate: Legal and Legislative

**SALARY
CENTRE
REQUIREMENTS**

: R1 494 900 per annum
: Pretoria
: The applicants must be in a possession of a relevant Bachelor of Law Degree (NQF Level 7) or equivalent qualification as recognised by SAQA; A Master's Degree in Law will be an advantage; At least 10 years working experience in the Legal field and with a minimum of 5 years' experience at a Senior Managerial Level; Experience in Education Law is a pre-requisite; The candidate must be admitted as an Attorney or Advocate; The post requires a person with excellent leadership and strategic management skills; Excellent communication skills (verbal and written); Computer literate including MS Office software (Word, Excel, Outlook, PowerPoint and Access); Research and policy formulation; Presentation skills; Analytical and problem-solving skills; Candidate must be confident, trustworthy, accurate, adaptable and diplomatic. A valid driver's license; Ability to work long hours and travel extensively. Process Competencies: Knowledge Management; Service Delivery Innovation; Problem Solving and Analysis; Client Orientated and Customer Focus and Communication skills. Core Competencies: Strategic capability and Leadership; Programme and project management; Financial management; Knowledge management; People management and Empowerment; Promotion of communication, Innovation and Creativity.

DUTIES

: The successful candidate will be responsible for managing two Directorates: Legal Services and Legislative Services; Providing litigation support for Provincial Education Departments as well as drafting and monitoring implementation of education legislation (Bills, Acts and Regulations pertaining to the DBE); Providing legal advice to the entire Department; Coordinating, monitoring, evaluating and supporting the effective implementation of DBE legislation; Administering legislation of statutory bodies; Rendering a legal interpretation and advisory service to the DBE; Managing court cases on behalf of the Minister and DG of DBE; Drafting advice on national and international agreements and negotiating the terms of the agreement with parties.

**ENQUIRIES
NOTE**

: Mr M Segowa Tel No: (012) 357 4291 or 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.

<u>POST 33/03</u>	:	<u>CHIEF DIRECTOR: EDUCATION HUMAN RESOURCE AND DEVELOPMENT REF NO: DBE/09/2025</u> Branch: Teachers, Education Human Resources and Institutional Development Chief Directorate: Education Human Resources Development
<u>SALARY CENTRE REQUIREMENTS</u>	:	R1 494 900 per annum Pretoria Applicants must be in a possession of a Bachelor's degree (NQF Level 7) or equivalent qualification as recognised by SAQA; 5 years' experience at senior managerial level; A post-graduate degree will be an added advantage; Experience in the education sector; Understanding of policies governing Teacher Development process as well as the ability to analyse data. Process Competencies: Knowledge Management; Service Delivery Innovation; Problem Solving and Analysis; Client Orientated and Customer Focus and Communication skills. Core Competencies: Strategic Capability and Leadership; People management and Empowerment; Financial management; Knowledge management; People management and Empowerment; Financial Management and Change Management.
<u>DUTIES</u>	:	The successful candidate will be responsible for overseeing the implementation of the Integrated Strategic Planning Framework for Teacher Education and Development (ISPFTED) as well as monitoring the performance of the South African Council for Educators (SACE) in relation to its management of the CPTD management information system; Overseeing the training and development of educators in Mother – Tongue based Bilingual Education (MTBbRL) as well as Mother- Tongue based Bilingual Education (MTBbE); Overseeing the management of Professional Learning Communities as well as the Teacher Union Collaboration (TUC); Overseeing the management of the Fundza Lushaka Bursary programme, the National Teacher Award (NTA) and the National Teacher Induction Programme (NTIP); Overseeing the quality of programmes offered by Higher Education and Training (DHET) as well as Higher Education Institutions (HEIs); Supporting Education Programme on skills for Changing World as well as the use of relevant platforms such as the online Teacher Development Platform; Ensuring that all programmes provided to teachers are SACE endorsed; Providing strategic leadership in the management and administration of the Chief Directorate, including in the (Medium Term Development Plan), Annual Performance Plan (APP); Managing staff performance in line with their performance agreement of the Chief Directorate; Managing the budget of the Chief Directorate; Providing reports to oversight structures as required.
<u>ENQUIRIES NOTE</u>	:	Mr M Segowa Tel No: (012) 357 4291 or 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.

<u>POST 33/04</u>	:	<u>CHIEF DIRECTOR: PUBLIC EXAMINATIONS AND ASSESSMENTS REF NO: DBE/10/2025</u> Branch: Curriculum Policy, Support and Monitoring Chief Directorate: Public Examinations and Assessments
<u>SALARY CENTRE REQUIREMENTS</u>	:	R1 494 900 per annum Pretoria The applicants must be in a possession of a Bachelor's degree (NQF Level 7) or equivalent qualification as recognised by SAQA; 5 Years' experience at senior managerial level; Experience in the education sector; Understanding of policies governing Public Examination and Assessment; Process Competencies: Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication skills. Core Competencies: Strategic Capacity and Leadership, People Management and Empowerment, Financial Management and Change Management.
<u>DUTIES</u>	:	The successful candidate will be responsible for the managing and administration of the National Examination Assessment; Managing the setting of high quality Grade 12 examination question paper; Managing and Enhancing the National Computer System for examinations and assessment in the GET and FET bands; Managing and Improving the certification process relating to Senior Certificate and National Senior Certificate; Managing the administration of International Assessment relating to TIMSS, PIRLS, SACMEQ and TALIS; Managing the administration of the GEC pilot; Developing and assessment regime for the introduction of mother tongue Based Bilingual Education in the GET band; Developing high quality test items for diagnostic, summative and systematic assessment in the GET bands; Promoting the integration of formative assessment in teaching and learning in both GET and FET bands; Implementing a General Education Certificate at the end of Grade 9; Implementing a model of systemic evaluation that will provide valuable data on the performance of the system; Conducting assessment to determine the readiness of Grade R learners to grade 1; Supporting and Coordinating the implementation of the examinations across the nine provincial education departments; Improving the quality assurance of summative school based assessment in both the GET and FET bands; Improving the quality of marking in the Public Examinations; Providing accurate and reliable data on learner performance in the GET and FET bands.
<u>ENQUIRIES NOTE</u>	:	Mr M Segowa Tel No: (012) 357 4291 or 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.
<u>POST 33/05</u>	:	<u>DIRECTOR: CURRICULUM IMPLEMENTATION AND QUALITY IMPROVEMENT (FURTHER EDUCATION AND TRAINING – GRADES 10 – 12) REF NO: DBE/11/2025</u> Branch: Curriculum Policy, Support and Monitoring Chief Directorate: Curriculum Implementation and Monitoring
<u>SALARY CENTRE REQUIREMENTS</u>	:	R1 266 714 per annum Pretoria The applicant must be in a possession of a Bachelors' degree (NQF level 7) or equivalent qualification as recognised by SAQA in Curriculum Implementation and Quality Improvement in the FET band coupled with relevant experience in the field; 5 years' experience at Middle/Senior managerial level; At least five (5) years' experience in working within the FET band, in the Basic Education Sector; Knowledge of the key challenges in Further Education and Training

(FET) and how these can be mediated to improve learner performance in schools; In depth knowledge of the National Curriculum Statement and its implementation in the FET sector. Knowledge of the National Qualifications Framework and Curriculum Development processes; Knowledge of and ability to work with critical stakeholders within the Sector to strengthen the implementation of FET; The ability to ensure the development and implementation of Norms and Standards in line with sections 3 and 8 of the National Education Policy Act; The ability to provide strategic leadership to the FET Sector; Good general management skills; A thorough understanding of and experience in all processes involved in project management; The ability to co-ordinate and manage the finances of the directorate in line with PFMA and procurement processes; Good and functional knowledge of Government prescripts, knowledge of Monitoring, Evaluation and Reporting systems and processes and project management. Planning and organizing skills. Strong leadership skills; Advanced computer skills. Good interpersonal relations and the ability to handle pressure; A valid driver's license; Process Competencies: Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication skills. Core Competencies: Strategic Capacity and Leadership, People Management and Empowerment, Financial Management and Change Management.

DUTIES

: The successful candidate will be responsible for the assuming overall responsibility for the management, leadership and mentoring of staff in the Directorate: Curriculum Implementation and Quality Improvement (FET); Providing visionary and strategic leadership as well as guidance pertaining to policy development; Monitoring of the implementation of the curriculum and assessment; Coordinating of the curriculum related activities to support the learning Recovery Framework; Leading and coordinating the strengthening of the Curriculum project; Prudently handling the budget of the Directorate, including doing forecasts and projections, analyse spending trends and adapt spending accordingly.

ENQUIRIES NOTE

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: 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.

POST 33/06

: **DIRECTOR: HEALTH PROMOTION REF NO: DBE/12/2025**
Branch: Social Mobilisation and Support Services
Chief Directorate: Care and Support

SALARY CENTRE REQUIREMENTS

: R1 266 714 per annum
: Pretoria
: The applicant must be in a possession of a Bachelors' degree (NQF level 7) or equivalent qualification as recognised by SAQA in the social or health sciences, public health or education (a relevant postgraduate qualification will be an added advantage); 5 year's experience at Middle/Senior managerial level; Experience in education and/or health promotion or public health; Understanding of current global cutting-edge thinking on school health, adolescent sexual and reproductive health, and rights as well as the provision of psychosocial services to children and youth is essential: Excellent communication, inter-personal and writing skills are vital; Experience of high-level strategic planning processes, human resource management and financial management; Ability to manage research processes, and/or experience in monitoring and evaluation will be a strong recommendation. Process Competencies: Knowledge Management, Service Delivery Innovation, Problem Solving and Analysis, Client Orientation and Customer Focus, Communication skills. Core Competencies: Strategic Capacity and

	Leadership, People Management and Empowerment, Financial Management and Change Management.
<u>DUTIES</u>	: The successful candidate will be responsible for strategic and operational planning for the Directorate; Health Promotion, taking overall responsibility for managing and accounting for projects, including the development of business plans; Managing the performance of officials, budgets and cash flows; Implementing and monitoring programmes as well as reporting; Providing strategic leadership and operational management of the Directorate; Developing and implementing an integrated and comprehensive response to the twin epidemics of HIV and TB, learner pregnancy and health related; Developing a programme of action to prevent and manage teenage pregnancy in the schooling sector; Strengthening the Sexual and Reproductive Health and Rights (SRHR) programme for learners in schools; Promoting the provision of health and psychological and social services in schools; Liaising and co-operating with provincial education departments, national government departments, universities, research organizations as well as NGOs and civic organisations; Liaising with and reporting to project funders; Monitoring and evaluating policies and strategies to promote the health and wellbeing of schools; Representing the Directorate, both internally and externally as required; Managing internal and external partnerships.
<u>ENQUIRIES NOTE</u>	: Mr M Segowa Tel No: (012) 357 4291 or 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.
<u>POST 33/07</u>	: <u>DIRECTOR: PROVINCIAL AND DISTRICT PLANNING AND IMPLEMENTATION SUPPORT REF NO: DBE/13/2025</u> Branch: Delivery and Support Chief Directorate: Planning And Implementation Support
<u>SALARY CENTRE REQUIREMENTS</u>	: R1 266 714 per annum : Pretoria : Applicants must be in a possession of a relevant Bachelor's degree (NQF Level 7) or equivalent qualification as recognised by SAQA; A relevant post-graduate qualification will be an advantage; Five years' experience at Middle/Senior Management level in the education sector; Extensive experience in the education sector with specific focus on District Development Support; Minimum of five years' relevant experience in programme management/project management; Minimum of five years' experience of working with stakeholders and other sectors including communities; Knowledge of current education policies and strategies; Excellent communication skills (verbal and written) and good interpersonal skills; Computer literate including MS Office software (Word, Excel, Outlook, PowerPoint and Access); A valid driver's license; Ability to work long hours and travel extensively; Core Competencies: Strategic capability and Leadership; Programme and project management; Financial management; Process Competencies: Knowledge management; People management and Empowerment; Promotion of communication, Innovation and Creativity.
<u>DUTIES</u>	: The successful candidate will be responsible for managing an effective system addressing and identifying planning, implementation and monitoring challenges at provincial and district level; Monitoring policy implementation and supporting the institutionalisation of the District Development Model (DDM) in the sector; Monitoring, supporting, evaluating, and reporting on the performance of districts; Monitoring and reporting on the filling of critical vacancies and ensuring the provision of basic tools of the trade to district; Strengthening human capacity for accountability and enhancing the quality of

education service delivery support in districts; Implementing district effectiveness initiatives to improve functionality and performance; Supporting districts and facilitating the sharing of best practices through HEDCOM Subcommittee meetings and periodic meetings between the Minister and district directors; Providing analysis on the number of districts where teacher development has been implemented in line with the District Improvement Plan (DIP); Overseeing District Standard Routines and Operations to ensure consistency and accountability; Clarifying and reinforcing the roles and responsibilities of circuit managers; Coordinating the printing, distribution, and implementation of district officials' recruitment guidelines across provinces and districts; Participating in the multi-disciplinary team to develop institutional, management, and governance models tailored for small, economically and educationally unviable schools.

**ENQUIRIES
NOTE**

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POST 33/08

: **DIRECTOR: TEACHER DEVELOPMENT AND IMPLEMENTATION REF NO: DBE/14/2025**

Branch: Teachers, Education Human Resources and Institutional Development
Chief Directorate: Curriculum and Professional Development Institute

**SALARY
CENTRE
REQUIREMENTS**

: R1 266 714 per annum
: Pretoria
: Applicants must be in a possession of relevant Bachelors degree (NQF level 7) or equivalent as recognised by SAQA; A relevant post-graduate qualification will serve as an advantage; 5 years' experience at Middle/Senior Managerial level in the Education sector; Extensive experience in the field of institution and employee performance management; An in depth knowledge and understanding of the strategies for teacher support and development, including capacity to integrate ICT and other innovative strategies. The capacity to undertake research, impact assessment, monitoring, evaluation, and reporting will be an added advantage. Understanding of the education sector; Good computer skills including MS Word, MS Excel and MS Power Point; Ability to work under pressure; A valid driver's license and be willing to travel extensively. Process Competencies: Knowledge Management; Service Delivery Innovation; Client Orientation; Customer Focus; Communication Skills; Problem Solving and Analysis. Core Competencies: Strategic Capacity; Leadership; People Management; Empowerment; Financial Management; Change Management; Trustworthy, accurate, adaptable, diplomatic; Valid driver's license and willing to travel extensively.

DUTIES

: The successful candidate will be responsible for coordinating, monitoring, and supporting teacher development programmes in provinces in line with the DBE priorities, including conducting of impact assessments; Developing frameworks for programme development; Developing strategies to improve and support school and educator performance; Driving content development and curation of digital resources for teacher support and for teaching and learning; Promoting active utilization of ICT platforms for professional development; Monitoring and evaluating teacher development initiatives; Providing strategic leadership and manage finances in line with PFMA; Providing strategic leadership to staff and develop annual plans; Supporting the use of the online Teacher Development Platform and other innovative practices to build the capacity of teachers; Managing the finances of the Directorate in line with the Public Finance Management Act; Identifying key blockages to effective and timeous planning and implementation of key sector mandates and priorities;

ENQUIRIES
NOTE

Compiling quarterly analytic reports for HEDCOM and CEM to guide sector improvement practice; Facilitating the sharing of best practice.

: Mr M Segowa Tel No: (012) 357 4291 or Ms N Monyela Tel No: (012) 357 3294

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