

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 these posts. The candidature of persons whose appointment/transfer/promotion will promote representivity will therefore receive preference.

CLOSING DATE

: 30 January 2026

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. A recommended CV template is available on the department's website on www.cogta.gov.za, click on the jobs tab. 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, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. 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 to positive results of a pre-employment screening process which includes criminal, credit, citizenship checks and verification of educational qualification certificates. The successful candidate will be appointed to probation for a period of 12 months and will be required to sign a performance agreement. 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 01/22: **DIRECTOR: INTEGRATED MONITORING AND REPORTING SYSTEM REF NO: D-IMRS-01**SALARY

: R1 266 714 per annum. (Level 13), (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.

<u>CENTRE REQUIREMENTS</u>	: <p>Pretoria A National Senior Certificate and an undergraduate qualification in Monitoring and Evaluation/ Public Administration/ Social Sciences or equivalent qualification (NQF 7 as recognised by SAQA). A minimum of 5 years' experience at middle/ senior managerial level in the monitoring and evaluation or related field. Proficiency in Microsoft Office Software packages (MS Word, MS PowerPoint, MS Teams, MS Excel and Outlook etc.). The Nyukela Senior Management Pre-Entry Programme is to be completed before appointment to the post. A valid driver's license. Intensive travelling. Core Competencies: Strategic capacity and leadership. People Management and Empowerment. Programme and project management. Financial management. Change management. Knowledge management. Service delivery innovation. Problem solving and analysis. Client orientation and customer focus. Communication (verbal and written). Technical Competencies: In-depth knowledge in: Municipal Systems Act. Municipal Structure Act. Programme monitoring, reporting and evaluation. Government Programme of Action.</p>
<u>DUTIES</u>	: <p>The successful candidate will perform the following duties: Oversee the development and implementation of policy and regulatory frameworks to strengthen monitoring and reporting. Oversee the development and implementation of a regulated standardized set of performance indicators for municipalities. Oversee the coordination of the development of the municipal performance report. Manage the process of conducting the assessments of provincial and municipal performance. Oversee development of systems, processes, and tools to ensure monitoring and reporting of performance of local government across the three spheres of government.</p>
<u>ENQUIRIES APPLICATIONS</u>	: <p>Ms M Leta at 071 353 4678 Applications must be submitted electronically via email to: dcoq8@tttrecruitment.co.za For application enquiries contact: To the T Recruitment at 067 391 7387.</p>
OTHER POSTS	
<u>POST 01/23</u>	: <p><u>DEPUTY DIRECTOR: MUNICIPAL FUNCTIONS, POWERS, AND INTERVENTIONS SUPPORT REF NO: DD003</u></p>
<u>SALARY CENTRE REQUIREMENTS</u>	: <p>R896 436 per annum (Level 11) Pretoria A National Senior Certificate and a three-year National Diploma or Bachelor's Degree in Public Administration/ Law or equivalent qualification at NQF level 6/7 as recognised by SAQA. 3-5 years' experience in related field. Proficiency in Microsoft Office Software packages (MS Word, MS PowerPoint, MS Teams, MS Excel and Outlook etc.). A valid driver's license. Intensive travelling Generic Competencies: Planning and Organising. Problem solving and decision making. Coordination. Project Management. People management and empowerment. Team leadership. Client orientation and customer focus. Diversity management. Communication (verbal and written). Technical Competencies: In-depth knowledge of: South African Constitution. National, Provincial and Local Government legislation and systems. Policy development and review. Research, analysis and interpretation skills. Intergovernmental and stakeholder relations. Data management, analysis and interpretation.</p>
<u>DUTIES</u>	: <p>The successful candidate will perform the following duties: Manage the implementation of policy and regulatory framework on decentralization of powers and functions to local government. Manage the configuration of powers and the functions across the three spheres of government and between districts and local municipalities. Manage the process of the invocation and application of section 100 and 139 of the Constitution. Manage the coordination of parliamentary questions, research, queries, legal opinions, substantive and procedural requirements on applications of sections 100 and 139 of the Constitution.</p>
<u>ENQUIRIES APPLICATIONS</u>	: <p>Mr T Khasi at 083 8914 565 Applications must be submitted electronically via email to: response@multilead.co.za For application enquiries contact: Mr. S Ndlovu Tel No: (011) 763 1103/04</p>

<u>POST 01/24</u>	<u>DEPUTY DIRECTOR: RESEARCH AND EVALUATION COORDINATION</u> <u>REF NO: DD RE 001</u>
<u>SALARY</u>	: R896 436 per annum (Level 11)
<u>CENTRE</u>	: Pretoria
<u>REQUIREMENTS</u>	: A National Senior Certificate and a three-year National Diploma or Bachelor's Degree in Political Science/ Development Studies or equivalent qualification at NQF level 6/7 as recognised by SAQA. 3-5 years' experience in policy research, evaluation, or government/ municipal sector or related field. Proficiency in Microsoft Office Software packages (MS Word, MS PowerPoint, MS Teams, MS Excel and Outlook e.t.c). A valid driver's license and willing to undertake Intensive travel. Additional Requirements (Advantage) Familiarity with data analysis software (e.g. SPSS, STATA or Power BI) Generic Competencies: Planning and Organising. Problem solving and decision making. Coordination. Project Management. People management and empowerment. Team leadership. Client orientation and customer focus. Diversity management. Communication (verbal and written). Technical Competencies: In-depth knowledge of: Research Methodology. Policy analysis and development. Monitoring and evaluation. Methods to analyse issues and trends pertinent to the mandate of Cooperative Governance.
<u>DUTIES</u>	: The successful candidate will perform the following duties: Manage the implementation of policy analysis and policy development projects. Manage the process of conducting policy research using a variety of analytical methods and analysis techniques. Manage the development and refinement of memoranda, issue papers, policy papers or draft legislation. Manage preparation of written reports, presentations and/or short study briefs for non-research audiences. Conduct research as identified on the Departmental Annual Performance Plan.
<u>ENQUIRIES</u>	: Mr T Plank Tel No: (012) 065 3062
<u>APPLICATIONS</u>	: Applications must be submitted electronically via email to: raec@ntirho.co.za For application enquiries contact Vanessa Cox Tel No: (010) 593 1998
<u>POST 01/25</u>	<u>ASSISTANT DIRECTOR: LOCAL ECONOMIC DEVELOPMENT PLANNING</u> <u>REF NO: AD LED</u>
<u>SALARY</u>	: R468 459 per annum (Level 09)
<u>CENTRE</u>	: Pretoria
<u>REQUIREMENTS</u>	: A National Senior Certificate and a three-year National Diploma or Bachelor's Degree in Development Planning/ Economics or equivalent qualification at NQF level 6/7 as recognised by SAQA. 3-5 years' experience in a related field. Proficiency in Microsoft Office Software packages (MS Word, MS PowerPoint, MS Teams, MS Excel and Outlook e.t.c). Driver's License and travelling. Generic Competencies: Planning and organising. Problem solving and decision making. Coordination. Project Management. People management and empowerment. Client orientation and customer focus. Team leadership. Diversity management Communication (verbal and written). Technical Competencies: Local Economic Development. LED Policy. Development Planning. Economic Development Trends. Public Administration.
<u>DUTIES</u>	: The successful candidate will perform the following duties: Coordinate development of economic development policy and strategies across government to support implementation of LED. Facilitate the alignment of Local and Provincial plans and policies to national priorities and local economic development initiatives. Facilitate LED programmes through collaborative partnerships. Assist in mobilizing donor funding and coordinating donor activity in LED. Monitor implementation of the LED policy framework to strengthen implementation of local economic development programs in Municipalities.
<u>ENQUIRIES</u>	: Ms V Sibelekwa at 064 8508 841
<u>APPLICATIONS</u>	: Applications must be submitted electronically via email to: led@ntirho.co.za For application enquiries contact Vanessa Cox Tel No: (010) 593 1998