

**PROVINCIAL ADMINISTRATION: FREE STATE  
DEPARTMENT OF COMMUNITY SAFETY, ROADS AND TRANSPORT**

*Free State Provincial Government is an equal opportunity, affirmative action employer. It is our intention to promote representativity (race, gender and disability) in the province through the filling of these posts and candidates whose appointment/promotion/transfer will promote representativity will receive preference.*

- APPLICATIONS** : Applications for the Department of Community Safety, Roads and Transport to be submitted to: Acting Head of Department: Community Safety, Roads and Transport, Hand delivered to the following address, No 45 Charlotte Maxeke Street, Perm Building, Bloemfontein, 9300 or emailed to the email address provided.
- CLOSING DATE** : 12 May 2026 At 16h00.
- NOTE** : Directions to applicants: All applications must be submitted on a NEW Z83 form, which can be downloaded from the internet at [www.dpsa.gov.za/dpsa/vacancies.asp](http://www.dpsa.gov.za/dpsa/vacancies.asp) or obtained from any Public Service Department, and should be accompanied by a recent comprehensive CV only; contactable referees (telephone numbers and email addresses must be indicated). Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview, following communication from Human Resources Management. Each application form must be fully completed, duly signed and initialled by the Applicant. The application must indicate the correct Job title, the office where the position is advertised and the Reference number as stated in the advert. Failure by the applicant to fully complete, sign, and initial the application form will result in the disqualification of the application during the selection process. Applications on the old Z83 will, unfortunately, not be considered. Should you be in possession of Foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualifications Authority (SAQA). Dual citizenship holders must provide the Police Clearance certificate from the country of origin when shortlisted. All non-SA Citizens will be required to submit a copy of proof of South African permanent residence when shortlisted. Applications that do not comply with the above-mentioned requirements will not be considered. Suitable candidates will be subjected to a personnel suitability check (criminal record, financial checks, qualification verification, citizenship checks, reference checks and employment verification). 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 Department reserves the right not to make any appointment(s) to the advertised post(s). Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. The Department does not accept applications via fax. Failure to submit all the requested documents will result in the Application not being considered during the selection process. All successful candidates will be expected to enter into an employment contract and a performance agreement within 3 months of appointment, as well as be required to undergo a security clearance three (3) months after appointment.

**MANAGEMENT ECHELON**

- POST 14/96** : **CHIEF DIRECTOR: ROADS REF NO: FS CSRT 01/01/2026 (X1 POST)**
- SALARY** : R1 494 900 per annum (Level 14), (an all-inclusive remuneration package). The remuneration package consists of the basic salary (70% of the package) and a flexible portion of 30% that may be structured in terms of the applicable rules which includes Government's contribution to the Government Employee Pension Fund – 13% of the basic salary and flexible portion which may be structured in terms of the rules for the structuring of the flexible portion and which include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance. The successful candidate will be required to enter into a performance agreement within three months after assumption of duty.
- CENTRE REQUIREMENTS** : Head Office (Bloemfontein)  
: Appropriate NQF 7 (as recognised by SAQA) in Built in Construction studies/Bachelor's Degree in Civil / Structural Engineering or equivalent qualification, specialising in Roads. Registered with the professional Body (such as the Engineering Council of South Africa (ECSA), South African

Council for the Project and Construction Management Professions (SACPCMP), South African Council for Quantity Surveying Professions (SACQSP), etc.). A minimum of five (5) years' experience at a senior managerial level within the transport or built infrastructure environment. Nyukela Pre-Entry SMS Certificate (no appointment shall be finalised without the relevant candidate producing the pre-entry certificate for SMS). Valid driver's license. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. Key Requirements: High-level strategic, technical and leadership capabilities to manage complex road networks and infrastructure projects. Ability to set the strategic direction for the Roads Chief Directorate and align departmental goals with broader national/ provincial transport policies. Proven ability to make high-level decisions, particularly in road construction, rehabilitation and maintenance. Proven ability to lead a team, manage performance and foster capacity building. Proven track record in providing high-level reports on road construction and maintenance in the province. High-level strategic financial management, accountability and compliance with public service prescripts. Extensive experience in planning, management and execution of road construction/ maintenance of projects will be an added advantage. Knowledge in roads design, construction and maintenance activities, relevant legislation/s, i.e., Engineering Profession Act, 2000, National Roads Traffic Act, 1996, National Environmental Management Act, 1998, COTO Standard Specifications for Road and Bridge Works for South African Road Authorities and Public Service Regulation. Knowledge of SLA, advanced, strategic and visionary leadership skills. Knowledge: A pavement and roads maintenance costing system and the Expanded Public Works Program. Managing resources in a public sector environment; Developing and implementing policies, strategies and programmes. People management and empowerment. Service delivery innovation. Problem-solving and analysis. Project management methodologies. Contract management. Stakeholder relationship management. Analytical skills. Research. Computer literate. Conflict management. Financial management.

**DUTIES**

: Ensure compilation and implementation of a Provincial Roads infrastructure plan to promote accessibility, mobility and safety. Oversee major roads construction and maintenance projects. Manage the construction and maintenance of bridges, paved and unpaved roads through timeous preventative actions. Ensure and monitor implementation of the contractor development program and provide technical support to municipalities regarding road construction initiatives. Promote the implementation of capacity-building, empowerment, development and technical support services as per relevant norms and standards to all categories within the Chief Directorate unit. Manage road infrastructure and maintenance services at the District level. Manage road building material design and quality control. Ensure implementation of programmes relating to the upgrading of critical safety-related items within the road reserves. Ensure the development and implementation of policies that stimulate socio-economic growth as applicable to roads and transport infrastructure. Manage the provision of Road construction, material design, and quality control. Provide a general administrative support function through effective business/operational performance planning and reporting, as well as ensuring sound corporate governance mechanisms within the Chief Directorate. Ensure the running of the provincial abnormal permit office. Oversee and make sure that future planning for the development of future road network developments are made, ensure the upkeep and update of approvals for way leaves on the provincial road networks. Ensure the development of safe road infrastructure in rural and urban areas. Oversee the planning and execution of geometric and structural designs of roads and bridges. Manage civil engineers and facilitate processes for the integrated planning and development of road-related infrastructure. Provision of road planning administrative support service. Manage traffic engineering and road safety aspects in the development and maintenance of road infrastructure, and ensure effective provision of technical support services in the planning, design and management of road infrastructure. Ensure effective management of the resources of the Chief Directorate, i.e., manage human, financial and asset resources.

**ENQUIRIES**  
**APPLICATIONS**

: Ms N. Mopeli at 072 781 5180  
: E-Recruitment Email: [cdroads@freetrans.gov.za](mailto:cdroads@freetrans.gov.za)

- POST 14/97** : **CHIEF DIRECTOR: CIVILIAN SECRETARIAT FOR POLICE: REF NO: FS CSRT 02/01/2026 (1X POST)**  
(5-Year Fixed Contract)
- SALARY** : R1 494 900 per annum (Level 14), (An all-inclusive remuneration package). The remuneration package consists of the basic salary (70% of the package) and a flexible portion of 30% that may be structured in terms of the applicable rules which includes Government's contribution to the Government Employee Pension Fund – 13% of the basic salary and flexible portion which may be structured in terms of the rules for the structuring of the flexible portion and which include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance. The successful candidate will be required to enter into a performance agreement within three months after assumption of duty.
- CENTRE REQUIREMENTS** : Head Office (Bloemfontein)  
: Appropriate NQF 7 (as recognised by SAQA) Bachelor's Degree in Public Management/ Social Science or Developmental Studies or equivalent qualification. A minimum of five (5) years' experience at a senior managerial level. Understanding of the Civilian Oversight for Police Service Act, the South African Police Service Act, Crime Prevention Policy Practices and Criminal Justice Systems, National Crime Prevention Strategy, Integrated Crime and Violence Prevention Strategy, Constitution of RSA, the Public Service Act, Public Finance Management Act; in-depth knowledge of legislative prescripts governing the Safety and Security Sector, etc. Nyukela Pre-Entry SMS Certificate (no appointment shall be finalised without the relevant candidate producing the pre-entry certificate for SMS). Valid driver's license. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. The candidate applying for the position should not be a member or former member of the police service, i.e., SAPS. Key requirements: Proven ability to provide strategic direction for the component and manage change within a complex regulatory environment. Ability to set the strategic direction for the Civilian Oversight for Police Chief Directorate and align departmental goals with broader national/ provincial policies. Proven ability to make high-level decisions, particularly in governing the safety and security sector. Proven ability to lead a team, manage performance and foster capacity building. Proven track record in providing high-level reports on issues relating to safety and security in the province. High-level strategic financial management, accountability and compliance with public service prescripts. Experience in monitoring and evaluating performance within the public service, specifically related to policing or law enforcement.
- DUTIES** : Direct the provision of research, information analysis and conceptualisation services to the Provincial Secretariat. Direct the monitoring and evaluation of service delivery for all police service units in the FS Province, Address complaints against police service delivery at the provincial level with the SAPS Commissioner. Manage the development and maintenance of community structures. Represent the Provincial Secretariat for the Police at the Free State Justice, Crime Prevention and Security Cluster. Provide guidance on the monitoring of policing legislation and policies to improve service delivery. Provide a strategy on the analysis of the performance of police in relation to the Departmental strategic plan, budget utilisation, and Ministerial priorities. Manage the oversight, monitoring and evaluation of police compliance to policies and legislation. Provide guidance on monitoring and ensuring SAPS compliance with legislation, policing policies and Ministerial directives. Manage reporting on SAPS implementation and compliance with the Domestic Violence Act to Parliament. Establish and manage the relationship between relevant stakeholders such as Civil Society, SAPS and other government Departments. Manage the development of strategies to monitor and evaluate police conduct and transformation. Manage the assessment of civil claims and disciplinary procedures for evaluating SAPS programs. Ensure the development of strategies, processes and procedures for evaluating SAPS programs. Development and implementation policies, strategies and programmes. Ensure effective and efficient management of resources within the Chief Directorate.
- ENQUIRIES APPLICATIONS** : Ms. N. Mopeli at 072 781 5180  
: E-Recruitment Email: [cdcivilian@freetrans.gov.za](mailto:cdcivilian@freetrans.gov.za)

**POST 14/98** : **DIRECTOR: CRIME PREVENTION REF NO: FS CSRT 03/01/2026 (X1 POST)**

**SALARY** : R1 266 714 per annum (Level 13), (an all-inclusive package). The remuneration package consists of the basic salary (70% of the package) and a flexible portion of 30% that may be structured in terms of the applicable rules which includes Government's contribution to the Government Employee Pension Fund – 13% of the basic salary and flexible portion which may be structured in terms of the rules for the structuring of the flexible portion and which include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance. The successful candidate will be required to enter into a performance agreement within three months after assumption of duty.

**CENTRE REQUIREMENTS** : Head Office (Bloemfontein)  
: Appropriate NQF 7 (as recognised by SAQA) Bachelor's Degree or equivalent qualification in Social Science, Policing, Criminal Justice or relevant equivalent qualification. A minimum of five (5) years' experience in Middle/Senior Managerial Level in crime prevention, research or safety management environment. Understanding of the Civilian Oversight for Police Service Act, the South African Police Service Act, Crime Prevention Policy Practices and Criminal Justice Systems, National Crime Prevention Strategy, Integrated Crime and Violence Prevention Strategy, the Constitution of RSA, Public Service Act, Public Finance Management Act; in-depth knowledge of legislative prescripts governing the Safety and Security Sector, etc. Nyukela Pre-Entry SMS Certificate (no appointment shall be finalised without the relevant candidate producing the pre-entry certificate for SMS). Valid driver's license. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. Key requirements: Demonstrated an ability to provide strategic direction on matters relating to crime prevention and community safety environments. Proven ability to develop, implement and review Provincial or National Safety Strategies and Crime Prevention Policies. Ability to manage resources. Proven ability to make high-level decisions, particularly in governing the safety and security sector. Proven track record in providing high-level reports on crime prevention in the province. Proven ability to lead a team, manage performance and foster capacity building. High-level strategic financial management, accountability and compliance with public service prescripts. Experience in monitoring and evaluating performance within the public service, specifically related to policing or law enforcement.

**DUTIES** : Initiate, manage and implement the national crime and violence prevention programmes and strategies, promote and monitor an integrated approach towards Social Crime Prevention in the Province. Promote and monitor good Community Police Relations. Coordinate multi-sectoral stakeholder meetings and mobilise communities, NGO's and interfaith/ traditional leaders on crime prevention/ community safety and the root causes thereof. Develop, implement, evaluate and monitor evidence-based crime prevention policies and strategies. Through the Chief Director: Civilian Secretariat for Police, provide policy advice to the Provincial Commissioner and oversight of policing. Roll out and support Community Policing Forums (CPFs) and Community Safety Forums (CSFs) at provincial and local levels. Conduct monitoring and evaluation of SAPS compliance with policies and service delivery in terms of crime prevention. Oversee community development initiatives, safety awareness campaigns, and provide strategic direction to the Directorate. Prepare and submit reports on operational activities of the Directorate. Represent the Department on various boards, committees and liaison structures between the various spheres of Government. Development and implementation policies, strategies and programmes. Ensure effective management of the resources of the Directorate, i.e., manage human, financial and asset resources.

**ENQUIRIES APPLICATIONS** : Ms N. Mopeli at 072 781 5180  
: E-Recruitment Email: [dcrimeprev@freetrans.gov.za](mailto:dcrimeprev@freetrans.gov.za)

**POST 14/99** : **DIRECTOR: ROAD SAFETY AND CAPACITY BUILDING REF NO: FS CSRT 04/01/2026 (X1 POST)**

**SALARY** : R1 266 714 per annum (Level 13), (an all-inclusive package). The remuneration package consists of the basic salary (70% of the package) and a flexible portion of 30% that may be structured in terms of the applicable rules

**CENTRE  
REQUIREMENTS**

which includes Government's contribution to the Government Employee Pension Fund – 13% of the basic salary and flexible portion which may be structured in terms of the rules for the structuring of the flexible portion and which include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance. The successful candidate will be required to enter into a performance agreement within three months after assumption of duty.

: Head Office (Bloemfontein)  
: Appropriate NQF 7 (as recognised by SAQA), i.e., Bachelor's Degree or equivalent qualification in Transport Management, Traffic Law Enforcement, Public Administration, or Social Sciences. A minimum of five (5) years' experience in Middle/Senior Management Level. Experience in transport, traffic management or a safety environment. Knowledge of the Public Finance Management Act (PFMA), Road Traffic Legislation, and Public Service Regulations. National Road Traffic Act and ARTO Regulations. Valid driver's license. Nyukela Pre-Entry SMS Certificate (no appointment shall be finalised without the relevant candidate producing the pre-entry certificate for SMS). All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. Key requirements: Proven ability to provide strategic direction on matters relating to road safety and align road safety goals with provincial/national transport strategies. Proven ability to lead a team, manage performance and foster capacity building. Proven ability to develop, implement and review Road safety Provincial or National Safety Strategies and Policies. Ability to manage resources. Proven ability to make high-level decisions, particularly in governing road safety. Experience in designing, monitoring and evaluating systems to evaluate the impact of road safety interventions. Proven track record in providing high-level reports on road safety and capacity building in the province. High-level strategic financial management, accountability and compliance with public service prescripts.

**DUTIES**

: Managing the development and implementation of road traffic safety programmes. Coordination of shared Road Safety projects, partnering with NGO's, SANRAL, Local Municipalities and other Provincial and National Departments. Oversee the planning and execution of special safety projects. Manage public educational campaigns, safety workshops, and road safety programmes targeted at schools, tertiary institutions and the general public. Promote public awareness and work with stakeholders on road safety initiatives. Assess the impact of road safety interventions. Develop and implement road safety policies, strategies and operational plans to meet the provincial and national targets. Identify, build and maintain relationships with stakeholders, including school communities, private companies and Road Safety Forums. Oversee the functioning of the Road Safety forums in the Free State. Evaluate the performance of road safety officers and conduct impact analyses of road safety projects. Conduct research to identify hazardous locations and develop intervention strategies. Ensuring the successful implementation of the road safety decisions of MINMEC, RTMC, and the National Department of Transport. Manage Arrive Alive and Festive Season road safety projects. Overseeing the functioning of the traffic training college. Development of policies, strategies and programmes. Ensure effective management of the resources of the Directorate, i.e., manage human, financial and asset resources.

**ENQUIRIES  
APPLICATIONS**

: Ms N. Mopeli at 072 7815180  
: E-Recruitment Email: [droadsafety@freetrans.co.za](mailto:droadsafety@freetrans.co.za)

**POST 14/100**

: **DIRECTOR: TRAFFIC MANAGEMENT REF NO: FS CSRT 05/01/2026 (X1 POST)**

**SALARY**

: R1 266 714 per annum (Level 13), (an all-inclusive package). The remuneration package consists of the basic salary (70% of the package) and a flexible portion of 30% that may be structured in terms of the applicable rules which includes Government's contribution to the Government Employee Pension Fund – 13% of the basic salary and flexible portion which may be structured in terms of the rules for the structuring of the flexible portion and which include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance. The successful candidate will be required to enter into a performance agreement within three months after assumption of duty.

**CENTRE**

: Head Office (Bloemfontein)

**REQUIREMENTS**

: Appropriate NQF 7 (as recognised by SAQA) Bachelor-Degree in Transport Management, Traffic Law Enforcement, Public Administration, or Social Sciences or other related field. A minimum of five (5) years experience at Middle/Senior Managerial level within the law enforcement or transport environment. Knowledge of the National Road Traffic Act and ARTO Regulations. Valid driver's license. Nyukela Pre-Entry SMS Certificate (no appointment shall be finalised without the relevant candidate producing the pre-entry certificate for SMS). All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. Key requirements: Proven ability to provide strategic direction on matters relating to road safety and align road safety goals with provincial/national transport strategies. Proven ability to lead a team, manage performance and foster capacity building. Proven ability to develop, implement and review Road safety Provincial or National Safety Strategies and Policies. Ability to manage resources. Proven ability to make high-level decisions, particularly in governing road safety. Proven track record in providing high-level reports on road safety performance in the province. High-level strategic financial management, accountability and compliance with public service prescripts. Proven track record in developing traffic services strategies and integrating them with the municipal Integrated Development Plan processes. Proven record in designing, monitoring and evaluating systems to evaluate the impact of road safety interventions.

**DUTIES**

: Overall responsibility for the management and coordination of all activities of road traffic control in the province. Develop and manage the joint traffic law enforcement strategies. Manage and coordinate the traffic law enforcement programmes and projects, including speed operations, roadblock planning with the National Traffic Police and ensure compliance with the National Road Traffic Act and ARTO Regulations. Develop strategies to ensure the reduction of road fatalities. Managing hazardous locations and overseeing the escorting of abnormal loads. Develop, implement and monitor provincial or local safety strategies, traffic management plans and policies. Direct and manage daily traffic and law enforcement operations, including supervision of traffic officers, provincial inspectors, etc. Oversee the regulation of transport, including monitoring operator licenses, permits, and ensuring compliance with public transport regulations. Ensure internal and external stakeholder management (eg South African Police Service, Municipal councils). Overseeing the management of traffic control centres (weighbridges), providing and maintaining law enforcement and order for all modes of transport by providing quality traffic policing services. Development of policies, strategies and programmes. Ensure effective management of the resources of the Directorate, i.e., manage human, financial and asset resources.

**ENQUIRIES**

: Ms. N. Mopeli at 072 781 5180

**APPLICATIONS**

: E-Recruitment Email: [dtrafficmanagement@freetrans.gov.za](mailto:dtrafficmanagement@freetrans.gov.za)

**DEPARTMENT OF EDUCATION**

**APPLICATIONS**

: For All Posts: Please submit your application, quoting the relevant reference number on your Z83 application as well as on the envelope to: The Director: Human Resource Administration, Department of Education, Bloemfontein 9300. (Old Saambou Building, Ground Floor, corner Charlotte Maxeke and Aliwal Street, Bloemfontein – Box at Security). Electronic Applications: To apply visit: (<https://systems.fshealth.gov.za/e-Recruitment/Login>)

**CLOSING DATE**

: 18 May 2026

**NOTE**

: It is the intention to promote representativity in the Department through the filling of these posts. the candidature of applicants from designated groups especially in respect of people with disabilities will receive preference. Applicants must apply using the NEW Z83 form which can be downloaded at <http://www.dpsa.gov.za/dpsa2g/vacancies.asp>. From 1 January 2021 should an application be received using the incorrect application form for employment (Z83), it will not be considered. Please ensure to complete All fields on the new Z83 application form. A recent comprehensive, detailed Curriculum Vitae (CV) containing, inter alia, a complete chronological record of training, experience, competencies, and previous employment record as well as the names and telephone numbers of three persons willing to act as referees. Applicants are not required to submit copies of qualifications and other relevant documents on application but must only submit the Z83 and curriculum vitae (Only shortlisted candidates will be required to submit certified documents). All

shortlisted candidates will be subjected to personnel suitability checks on criminal records, citizenship verification, financial records, qualification verification, sexual offenders register and applicants could be required to provide consent for access to their social media accounts. Correspondence will be limited to shortlisted candidates only. Separate applications must be submitted for every vacancy. N.B.: Please note that: Incomplete and late applications will not be considered (applications posted, couriered, and received after the closing date and those that do not comply with these instructions will not be considered). The onus is on the applicants to ensure that their applications are posted, e-mailed or hand delivered timeously. Failure to comply with the procedure outlined above, will lead to an application being rejected. Applicants are requested to complete the new Z83 form properly which must be authenticated by a signature and initialed on both pages and clearly quoting the relevant REF NO number for each post applied for. Applicants are informed that applications, copies of qualifications and CVs will not be returned; Applicants who terminated their services with voluntary severance packages may not apply; salary progression on the salary scales is subject to performance assessment; The FSDoE reserves the right not to fill advertised positions. It is expected of candidates to be available for selection interviews on a date, time and place determined by the Free State Department of Education. It is the applicants' responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Non-RSA residents/permanent residents will submit proof only when shortlisted. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their application has been unsuccessful. 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. Successful candidates on level 13 and higher must undergo a Competency test and Pre-entry certificate for the Senior Management Services posts is compulsory. Introduction and general measures: NB: as of 1st July 2006, all new appointments in the public service have to be part of the Government Employee Medical Scheme (GEMS) in order to qualify for a Government Medical Subsidy. Correspondence will only be entered into with shortlisted applicants.

#### **MANAGEMENT ECHELON**

<b><u>POST 14/101</u></b>	:	<b><u>DIRECTOR: INFRASTRUCTURE DELIVERY MANAGEMENT REF NO: PS3/2026/01</u></b>
<b><u>SALARY</u></b>	:	R1 266 567 – R1 518 531 per annum (Level 13), (an all-inclusive salary package). The total package includes 70% basic salary, a state contribution to the Government Employee Pension Fund and flexible portion that may be structured in terms of the applicable guidelines. This appointment is subject to the signing of an Annual Performance Agreement and obtaining a security clearance.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Bloemfontein: Head Office : Relevant B Degree qualification in Built Environment or equivalent qualification as recognized by SAQA. (NQF Level 7). Post Graduate Qualification will be an added advantage. 5 Years of experience at a Middle/Senior managerial level. Preference will be given to candidates with proven experience in the delivery and oversight of Infrastructure programs. Valid Code B/EB Drivers license. Pre-entry certificate for the Senior Management Services to be submitted prior to appointment. Added Advantage: Desirable: Certificate Course in infrastructure Delivery Management and Registration with relevant Professional Council/Board. Strong conceptual and formulation skills; strong leadership skills with specific reference to the ability to display thought leadership and co-ordination of complex applications; strong interpersonal skills; excellent verbal and written communication skills; outstanding planning, organisational and people management skills; computer literacy; a highly developed interpretative and conceptualization/ formulation ability; the ability to render advice and guidance in an objective and dedicated manner; The ability to multi-task, deal with ambiguity and manage under rapidly changing and pressurised circumstances; the ability to persuade and influence; the ability to lead and direct teams of professionals and service providers and ability to deal with complex situations. Knowledge of 178 PFMA/Division of Revenue Act / Treasury/Regulations/Practice Notes /Instructions Circulars, Departmental

Supply Chain Management Policies, Procedures Delegations. Promotion of Access to Information Act of 2000. Promotion of Administrative Justice Act 2000. Government Immovable Asset Management Act 2007. South African Schools Act of 1996, Regulations and Guidelines, National Archives and Records Service Act 1996. Public Service Act of 1994 and Regulations. Experience and in-depth knowledge of Infrastructure Delivery Management System. Experience and knowledge of capital commitments scheduling, dealing within infrastructure financial compliance and auditing. Experience in major programme and project management. Understanding and knowledge of Framework for Infrastructure Delivery and Procurement Management. Experience and knowledge of development and implementation of operations and maintenance strategies. Specific knowledge of water and sanitation strategies and technologies. Understanding of the District Development Model. Knowledge in the development of Infrastructure Programme Management Plan and management of Implementing Agents.

**DUTIES**

: Medium Term Expenditure Budget, Annual Budget, Adjustment Budget, Infrastructure Programme Management Plan, Construction Procurement Strategy and Infrastructure Programme Implementation Plan. Direct Infrastructure strategic objectives/briefs. Direct Medium Term, Annual and Adjustment Budget. Prepare and direct bids for performance grants in collaboration with the Directorate Infrastructure Planning & Property Management. Direct and approve Infrastructure Programme Management Plans. Direct and approve the procurement strategy providing value for money to inform the Infrastructure Programme Management Plan. Sign off on inputs provided for the preparation of the Infrastructure Programme Implementation Plan by Implementing Agent[s]. Review and sign-off Infrastructure Programme Implementation Plans. Review and recommend signing of Signed Service Delivery Agreement. Capital and Maintenance Project Implementation and Oversight. Participate on various Supply Chain Management Committee [if appointed]. Sign-off Project Execution Plans. Sign-off scope and/or cost variations. Consult Districts and Schools during initiation and commissioning phases. Direct regular project site meetings and visits. Direct implementation of commissioning plans. Finalise and approve all infrastructure monitoring reports [performance reports]. Direct updating of Project/Programme Management systems. Direct Post Project and Post Occupancy Evaluations. Manage feedback learning generated in terms of the application of approved norms and standards. Direct and manage social facilitation where applicable. Monitor and report on EPWP targets. Management of the infrastructure budget as Infrastructure Programme Manager for assigned projects. Use of funds in terms of contracts issued effectively, efficiently and in compliance with Public Finance Management Act. Review and approve cost and scope variations. Review and approve Task and Work Orders. Authorise invoices certified by Implementing Agents. Direct updating of financial documentation and records. Direct preparation of financial reports. Management of maintenance works. Direct the development of criteria for maintenance projects. Direct the development and updating of the maintenance system. Manage Departmental funding for maintenance. Enforce adherence by Districts and Schools to maintenance criteria and guidelines. Direct the completion of maintenance plans for all projects. Manage the identification of needs for framework contracts and submit for procurement. Manage and direct the use of contractors [Task or Batch Orders] in terms of framework contracts. Manage the maintenance call centre. Monitor effective functioning of the call centre. Direct the orientation of Users in terms of maintenance. Strategic management of the Directorate in terms of setting of the visionary and strategic direction, participating in strategic planning, evaluate performance against agreed performance indicators, monitor and report progress and ensure compliance to service delivery imperative and legal prescripts. Align Directorate core business and strategic objectives to that of the Department. Provide clarity to professionals and support staff to understand their roles and responsibilities. Effective and efficient resources management. Undertake planning for future human resources needs. Maintain discipline. Manage performance and development of employees. Undertake human resources and other related administrative functions. Establish and maintain effective and efficient communication arrangements. Develop and manage the operational plan. Plan and allocate work. Develop and implement processes to promote control of work. Serve on transversal task teams as required. Implement quality control of work delivered by employees.

**ENQUIRIES**

: Mr Moeti Tel No: (051) 404 9292

## OTHER POSTS

<b><u>POST 14/102</u></b>	:	<b><u>CHIEF QUANTITY SURVEYOR: REF NO: PS03/2026/02</u></b> Infrastructure Delivery Management Directorate Infrastructure Programmes/Projects & Maintenance Sub Directorate
<b><u>SALARY</u></b>	:	Grade A: R1 143 468 – R1 300 944 per annum, (all-inclusive annual salary package) of which 30% may be structured according to the individual's needs. OSD: The department will determine the salary notch based on years' experience post professional registration.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Bloemfontein: Head Office A University Degree in Quantity Surveying or equivalent qualification as recognised by SAQA. (NQF Level 7). Meeting the requirements by SACQSP to register as Quantity Surveyor. Valid driver's licence, Minimum of 6 years experience post qualification. Added Advantage: Computer literacy and a Certificate in Infrastructure Delivery Management System will be an added advantage.
<b><u>DUTIES</u></b>	:	Infrastructure Programme and Project Planning in line with IDMS: Prepare the Procurement Strategy, Infrastructure Programme Management Plan [IPMP] and updating of the plan. Prepare the infrastructure budget and Final Project List. Prepare the Packages/Individual Project Briefs; presenting these to the Implementing Agent [IA] – referred to as Project Execution Plan v1. Manage the preparation of Packages/Individual Project Briefs for projects that are not allocated to an Implementing Agent [IA]. Participate in the procurement of Professional Service Providers and Contractors, including the preparation and approval of Bid Specifications and evaluations of tenders as member of the Supply Chain Management Committees in Public Works and/or relevant SCM Committees of Alternative IAs and Provincial Department of Education. Manage adherence to Occupational Health and Safety and Quality Assurance standards. Infrastructure Programme and Project Implementation and Monitoring: Monitor the implementation of Programmes and Projects by the Implementing Agents [IA] and the adherence to the Service Delivery Agreements. Manage project implementation of projects that are not allocated to an Implementing Agent [IA]. Review and sign-off on the Infrastructure Programme Implementation Plan [IPIP] as prepared by the Implementing Agent [IA]. Review and sign-off on the Project Execution Plans Versions 2 – 7 prepared by the Implementing Agent [IA]. Review and recommend Variation Orders in terms of contract management practice and financial implications in collaboration with professionals in the Directorate Physical Resources Planning. Recommend authorisation of payments in line with the conditions of the appointments, contract management practices and within financial delegations. Develop and Approve Project Stage reports & designs, in accordance with strategic decision making points as defined in the Provincial Infrastructure Delivery Framework. [IDMS]. Manage the updating of project/programme documentation and information and submit all built environment documentation to the Deputy Director Finance. Manage the interface between the end-user/community structures and Implementing Agent [IA]. Prepare and submit progress reports [financial and non-financial indicators]. Maintenance Projects: Assess departmental projects that qualify for departmental funding assessed. Manage the implementation of day-to-day, routine and emergency maintenance projects funded by department. Provide guidance to the preparation of maintenance plans. Provide training to districts and schools in terms of day-to-day, routine and emergency maintenance plans and projects. On an annual basis, evaluate day-to-day, routine and emergency projects implemented by Districts and Schools. Monitor Section 21 allocations for maintenance. Monitor preparation of disaster management plans. Infrastructure Project Commissioning. Coordinate and participate in project commissioning, including site visits. Review the School Maintenance Plan and budget on completion of projects. Collect and update NEIMS and EFMS information [if applicable] in terms of Technical Condition Assessments on completion of projects. Orientate users in terms of the optimal usage of Facilities. Infrastructure Programme and Project Evaluation: Review infrastructure projects and programmes in line with the built environment norms, standards and legislative requirements. Manage the preparation of the project close out reports. Manage and participate in Post Project and Post Occupancy Evaluation exercises. Provide feedback to Directorate Physical Resources Planning on functional and technical norms and standards that should be updated from an architectural perspective. Participate in the continuous improvement of best practices, standardised processes and

procedures, software applications and tools. Research/literature studies to keep up with new technologies, viability and feasibility of the geographical information management options for the Department including interaction with relevant professional development boards/councils. Study professional journals and publications to stay abreast of new developments. Monitor and study the education sector, legal frameworks, standards changes and policy frameworks. Engage in relevant continuous professional development activities [tools and techniques] as prescribed and/or required. Update the Infrastructure comprehensive planning framework of Department in terms of research findings, new technology and changes in the institutional environment. Interact with relevant Professional Bodies/Councils. Effective and efficient resources management: Undertake planning for future human resources needs. Maintain discipline. Manage performance and development of development of employees. Undertake human resources and other related administrative functions. Establish and maintain effective and efficient communication arrangements. Develop and manage the operational plan. Plan and allocate work. Develop and implement processes to promote control of work. Serve on transversal task teams as required. Implement quality control of work delivered by employees. Effective and efficient financial management. Monitor that infrastructure projects are planned within available funds. Monitor application of costs norms. Monitor expenditure on infrastructure projects within budgets. Control cost and scope variances on infrastructure projects.

- ENQUIRIES** : Mr Moeti Tel No: (051) 404 9292
- POST 14/103** : **DEPUTY DIRECTOR REF NO: PS03/2026/07**  
Physical Resource Planning and Property Management Directorate  
Property Management Sub Directorate
- SALARY** : R932 292 – R1 098 195 per annum (Level 11), (all-inclusive annual salary package) of which 30% may be structured according to the individual's needs. The department will determine the salary notch based on years' experience post professional registration.
- CENTRE REQUIREMENTS** : Bloemfontein: Head Office  
: A relevant B Degree. Minimum of 5 years' experience post qualification and a Valid Driver's licence. Added Advantage: Computer literacy and certificate in Infrastructure Delivery Management System will be an added advantage.
- DUTIES** : Land affairs and immovable asset register: Obtain updated information for immovable assets in line with the requirements stated on NEIMS survey forms and the requirement of the Provincial Asset Register managed by Public Works. Validate the correctness of information pertaining to location of immovable assets. Manage acquisitions of immovable assets [land and buildings] for Facilities in close consultation with Public Works. Manage disposals of immovable assets [land and buildings] for Facilities in close consultation with Public Works. Consult with Districts and Schools to obtain their needs and inputs in terms of acquisitions and disposals. Confirm all deeds searches to validate ownership of land before planning for buildings are finalised. Keep a register of sites allocated to Education for future infrastructure development. Implement actions to keep sites clean. Implement actions to prevent any illegal occupation of sites. Monitor and report on conditions and maintenance of vacant sites allocated to Education. Accommodation, municipal accounts and expenditure management: Based the technical requirements for leases as prepared by the Planning Staff, identify suitable buildings for leases. Interact with Districts and Schools on proposed buildings for leases. Manage all Section 14 lease contracts. Manage all lease payments. Validate that maintenance is implemented by the Landlords. Manage and direct the validation of municipal accounts. Manage and direct the payment of municipal accounts through the finance section. Refer excessive use of water or electricity to the Directorate Infrastructure Delivery Management for investigation. Utilities: Prepare and issue guidelines on the use of utilities by Schools. Train Districts on the guidelines for use of utilities. Design monitoring system to report on the use of utilities. Prepare and submit progress reports on the use of facilities. Make recommendations and/or propose interventions to improve the use of utilities by Facilities. Monitor that Districts implement interventions to improve the utilisation of utilities by Facilities. Effective and efficient resources management: Undertake planning for future human resources needs. Maintain discipline. Manage performance and development of development of employees. Undertake human resources and other related administrative functions. Establish and maintain effective and efficient communication arrangements. Develop and manage the operational plan. Plan

and allocate work. Develop and implement processes to promote control of work. Serve on transversal task teams as required. Implement quality control of work delivered by employees.

**ENQUIRIES** : Mr Moeti Tel No: (051) 404 9292

**POST 14/104** : **MECHANICAL ENGINEER GRADE A REF NO: PS03/2026/03**  
Physical Resource Planning and Property Management Directorate  
Infrastructure Planning Sub Directorate

**SALARY** : R914 517 – R975 582 per annum, (all-inclusive annual salary package) of which 30% may be structured according to the individual's needs. The department will determine the salary notch based on years' experience post professional registration.

**CENTRE** : Bloemfontein: Head Office

**REQUIREMENTS** : A university degree in Engineering or equivalent qualification as recognised by SAQA. (NQF Level 7). Be registered with Engineering Council of South Africa (ECSA) as a professional Engineer: Mechanical Engineer, Valid drivers license and a minimum of 3 years' experience post qualification. Added Advantage Computer Literacy and an Executive course in Infrastructure Delivery Management will be an added advantage.

**DUTIES** : Development, interpretation and customisation of functional and technical norms and standards from an engineering perspective. Provide inputs to technical and functional norms and standards from an engineering perspective to be issued in terms of the Provincial Education Facilities Guidelines and National Education norms & standards. Monitor that infrastructure projects implemented by Implementing Agent[s] comply with approved engineering functional and technical norms and standards and that the planning and design are according to sound engineering principles and code of practice. Monitor that planning and design completed through insourced engineering services is done according to sound engineering principles and according to norms and standards and code of practice. Update functional and technical norms and standards updated based on learning generated through Post Project and Post Occupancy Evaluation [POE] exercises. Maintain mechanical engineering norms & standards. Investigate proposals for innovative service delivery mechanisms and undertake feasibility studies. Prepare reports stating the advisability, desirability, impact and legality of proposals for innovative service delivery mechanisms. Undertake feasibility studies and prepare reports detailing service impact, financial impact, infrastructure impact, constraints, alternatives and attainability. Develop cost effective solutions according to standards. Compile briefing documentation and specifications from an engineering perspective. Prepare technical specifications. Apply mechanical design principles. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology in specifications. Undertake preliminary costing per installation. Determine mechanical engineering performance-based standards. Develop mechanical engineering standard data sheets and drawings. Provide mechanical engineering inputs to Project Execution Plan v 1. Provide mechanical engineering inputs to Project Execution Plans v 2 – 7 to the Directorate Infrastructure Delivery Management. Determine requirements for built environment document management system from a Mechanical Engineering perspective. Investigate mechanical engineering installations and equipment, undertake design work and implement corrective measures, where necessary. Prepare reports on mechanical engineering investigations. Determine mechanical engineering proposals and design work for solutions, where necessary. Prepare reports on effectiveness of corrective measures. Oversee implementation (construction) and commissioning of mechanical engineering installations and maintenance. Provide mechanical engineering inputs to implement projects successfully. Provide mechanical engineering professional and technical advice in the form of verbal and written advice, reports, calculations, specifications and drawings. Provide inputs to infrastructure assessments from a mechanical engineering perspective. Provide inputs to life cycle costs from a mechanical engineering perspective. Develop maintenance programmes. Provide engineering inputs to maintenance projects from a mechanical engineering perspective. Research/literature studies to keep up with new technologies, viability and feasibility of the geographical information management options for the Department including interaction with relevant professional development boards/councils. Study professional journals and publications to stay abreast of new developments. Monitor and study the education sector, legal frameworks, standards changes and policy frameworks. Engage in relevant

continuous professional development activities [tools and techniques] as prescribed and/or required. Update the Infrastructure comprehensive planning framework of Department in terms of research findings, new technology and changes in the institutional environment. Interact with relevant Professional Bodies/Councils.

**ENQUIRIES** : Mr Moeti Tel No: (051) 404 9292

**POST 14/105** : **ENGINEER GRADE A REF NO: PS03/2026/04**  
Infrastructure Delivery Management Directorate  
Infrastructure Programmes/Projects & Maintenance Sub Directorate

**SALARY** : R914 517 – R975 582 per annum, (all-inclusive annual salary package) of which 30% may be structured according to the individual's needs. The department will determine the salary notch based on years' experience post professional registration.

**CENTRE** : Bloemfontein: Head Office

**REQUIREMENTS** : A university degree in Engineering or equivalent qualification as recognised by SAQA. (NQF Level 7). Be registered with Engineering Council of South Africa (ECSA) as a professional Engineer, Valid drivers license and a minimum of 3 years' experience post qualification. Added Advantage Computer Literacy and an Executive course in Infrastructure Delivery Management will be an added advantage.

**DUTIES** : Infrastructure Programme and Project Planning in line with IDMS: Prepare the Procurement Strategy, Infrastructure Programme Management Plan [IPMP] and updating of the plan. Prepare the infrastructure budget and Final Project List. Prepare the Packages/Individual Project Briefs; presenting these to the Implementing Agent [IA] – referred to as Project Execution Plan v1. Manage the preparation of Packages/Individual Project Briefs for projects that are not allocated to an Implementing Agent [IA]. Participate in the procurement of Professional Service Providers and Contractors, including the preparation and approval of Bid Specifications and evaluations of tenders as member of the Supply Chain Management Committees in Public Works and/or relevant SCM Committees of Alternative IAs and Provincial Department of Education. Manage adherence to Occupational Health and Safety and Quality Assurance standards. Infrastructure Programme and Project Implementation and Monitoring: Monitor the implementation of Programmes and Projects by the Implementing Agents [IA] and the adherence to the Service Delivery Agreements. Manage project implementation of projects that are not allocated to an Implementing Agent [IA]. Review and sign-off on the Infrastructure Programme Implementation Plan [IPIP] as prepared by the Implementing Agent [IA]. Review and sign-off on the Project Execution Plans Versions 2 – 7 prepared by the Implementing Agent [IA]. Review and recommend Variation Orders in terms of contract management practice and financial implications in collaboration with professionals in the Directorate Physical Resources Planning. Recommend authorisation of payments in line with the conditions of the appointments, contract management practices and within financial delegations. Develop and Approve Project Stage reports & designs, in accordance with strategic decision making points as defined in the Provincial Infrastructure Delivery Framework. [IDMS]. Manage the updating of project/programme documentation and information and submit all built environment documentation to the Deputy Director Finance. Manage the interface between the end-user/community structures and Implementing Agent [IA]. Prepare and submit progress reports [financial and non-financial indicators]. Maintenance Projects: Assess departmental projects that qualify for departmental funding assessed. Manage the implementation of day-to-day, routine and emergency maintenance projects funded by department. Provide guidance to the preparation of maintenance plans. Provide training to districts and schools in terms of day-to-day, routine and emergency maintenance plans and projects. On an annual basis, evaluate day-to-day, routine and emergency projects implemented by Districts and Schools. Monitor Section 21 allocations for maintenance. Monitor preparation of disaster management plans. Infrastructure Project Commissioning: Coordinate and participate in project commissioning, including site visits. Review the School Maintenance Plan and budget on completion of projects. Collect and update NEIMS and EFMS information [if applicable] in terms of Technical Condition Assessments on completion of projects. Orientate users in terms of the optimal usage of Facilities. Infrastructure Programme and Project Evaluation: Review infrastructure projects and programmes in line with the built environment norms, standards and legislative Requirements. Manage the preparation of the

project close out reports. Manage and participate in Post Project and Post Occupancy Evaluation exercises. Provide feedback to Directorate Physical Resources Planning on functional and technical norms and standards that should be updated from an architectural perspective. Participate in the continuous improvement of best practices, standardised processes and procedures, software applications and tools. Research/literature studies to keep up with new technologies, viability and feasibility of the geographical information management options for the Department including interaction with relevant professional development boards/councils. Study professional journals and publications to stay abreast of new developments. Monitor and study the education sector, legal frameworks, standards changes and policy frameworks. Engage in relevant continuous professional development activities [tools and techniques] as prescribed and/or required. Update the Infrastructure comprehensive planning framework of Department in terms of research findings, new technology and changes in the institutional environment. Interact with relevant Professional Bodies/Councils.

**ENQUIRIES**

: Mr Moeti Tel No: (051) 404 9292

**POST 14/106**

: **ARCHITECT GRADE A REF NO: PS03/2026/05**  
Infrastructure Delivery Management Directorate  
Infrastructure Programmes/Projects and Maintenance Sub Directorate

**SALARY**

: R791 604 – R849 525 per annum, (all-inclusive annual salary package) of which 30% may be structured according to the individual's needs. The department will determine the salary notch based on years' experience post professional registration.

**CENTRE REQUIREMENTS**

: Bloemfontein: Head Office  
: A University degree in Architecture and/or equivalent qualification as recognised by SAQA. (NQF Level 7). Registered as a Professional Architect with the South African Council for Architectural Profession (SACAP), Valid driver's license, a minimum of 3 years' experience post qualification. Added Advantage: Computer literacy and a Certificate in Infrastructure Delivery Management System will be an added advantage.

**DUTIES**

: Infrastructure Programme and Project Planning in line with IDMS: Prepare the Procurement Strategy, Infrastructure Programme Management Plan [IPMP] and updating of the plan. Prepare the infrastructure budget and Final Project List. Prepare the Packages/Individual Project Briefs; presenting these to the Implementing Agent [IA] – referred to as Project Execution Plan v1. Manage the preparation of Packages/Individual Project Briefs for projects that are not allocated to an Implementing Agent [IA]. Participate in the procurement of Professional Service Providers and Contractors, including the preparation and approval of Bid Specifications and evaluations of tenders as member of the Supply Chain Management Committees in Public Works and/or relevant SCM Committees of Alternative IAs and Provincial Department of Education. Manage adherence to Occupational Health and Safety and Quality Assurance standards. Infrastructure Programme and Project Implementation and Monitoring: Monitor the implementation of Programmes and Projects by the Implementing Agents [IA] and the adherence to the Service Delivery Agreements. Manage project implementation of projects that are not allocated to an Implementing Agent [IA]. Review and sign-off on the Infrastructure Programme Implementation Plan [IPIP] as prepared by the Implementing Agent [IA]. Review and sign-off on the Project Execution Plans Versions 2 – 7 prepared by the Implementing Agent [IA]. Review and recommend Variation Orders in terms of contract management practice and financial implications in collaboration with professionals in the Directorate Physical Resources Planning. Recommend authorisation of payments in line with the conditions of the appointments, contract management practices and within financial delegations. Develop and Approve Project Stage reports & designs, in accordance with strategic decision-making points as defined in the Provincial Infrastructure Delivery Framework. [IDMS]. Manage the updating of project/programme documentation and information and submit all built environment documentation to the Deputy Director Finance. Manage the interface between the end-user/community structures and Implementing Agent [IA]. Prepare and submit progress reports [financial and non-financial indicators]. Maintenance Projects: Assess departmental projects that qualify for departmental funding assessed. Manage the implementation of day-to-day, routine and emergency maintenance projects funded by department. Provide guidance to the preparation of maintenance plans. Provide training to districts and schools in terms of day-to-day, routine and emergency maintenance plans

and projects. On an annual basis, evaluate day-to-day, routine and emergency projects implemented by Districts and Schools. Monitor Section 21 allocations for maintenance. Monitor preparation of disaster management plans. Infrastructure Project Commissioning: Coordinate and participate in project commissioning, including site visits. Review the School Maintenance Plan and budget on completion of projects. Collect and update NEIMS and EFMS information [if applicable] in terms of Technical Condition Assessments on completion of projects. Orientate users in terms of the optimal usage of Facilities. Infrastructure Programme and Project Evaluation: Review infrastructure projects and programmes in line with the built environment norms, standards and legislative requirements. Manage the preparation of the project close out reports. Manage and participate in Post Project and Post Occupancy Evaluation exercises. Provide feedback to Directorate Physical Resources Planning on functional and technical norms and standards that should be updated from an architectural perspective. Participate in the continuous improvement of best practices, standardised processes and procedures, software applications and tools. Research/literature studies to keep up with new technologies, viability and feasibility of the geographical information management options for the Department including interaction with relevant professional development boards/councils: Study professional journals and publications to stay abreast of new developments. Monitor and study the education sector, legal frameworks, standards changes and policy frameworks. Engage in relevant continuous professional development activities [tools and techniques] as prescribed and/or required. Update the Infrastructure comprehensive planning framework of Department in terms of research findings, new technology and changes in the institutional environment. Interact with relevant Professional Bodies/Councils.

**ENQUIRIES**

: Mr Moeti Tel No: (051) 404 9292

**POST 14/107**

: **ARCHITECT GRADE A REF NO: PS03/2026/06**  
Physical Resource Planning and Property Management Directorate  
Infrastructure Planning Sub Directorate

**SALARY**

: R791 604 – R849 525 per annum, (all-inclusive annual salary package) of which 30% may be structured according to the individual's needs. The department will determine the salary notch based on years' experience post professional registration.

**CENTRE**

: Bloemfontein: Head Office

**REQUIREMENTS**

: A University degree in Architecture and/or equivalent qualification as recognised by SAQA. (NQF Level 7). Registered as a Professional Architect with the South African Council for Architectural Profession (SACAP), Valid driver's license, a minimum of 3 years' experience post qualification. Added Advantage Computer literacy and a Certificate in Infrastructure Delivery Management System will be an added advantage.

**DUTIES**

: Architectural functional and technical norms and standards: Determine functional and technical norms and standards to be issued in terms of the Provincial Education Facilities Guidelines and National Education norms and standards. Validate that infrastructure projects implemented by Implementing Agent[s] comply with approved functional and technical norms and standards including compliance to legal, safety and health requirements. Update functional and technical norms and standards based on learning generated through post project evaluations and post occupancy evaluations. Architectural policies, strategies, plans, procedures and criteria of all infrastructure programmes and projects: Make inputs to policies, procedures and criteria for infrastructure projects from an architectural perspective. Make inputs to commissioning plans from an architectural perspective. Undertake extensive analyses from an architectural perspective to inform strategies related to the architectural services to directly support and realise the education goals of the Department. Master Planning, Project Briefs, Business Cases, Accommodation Schedules and Operational Narratives: Develop Master Plans. Develop Project Briefs. Develop Project Execution Plan Version 1 as part of the Infrastructure Programme Management Plan. Review Project Execution Plans Versions 2-7 in terms of architectural norms and standards and make inputs to the Directorate Infrastructure Delivery Management. Develop Business Cases for projects. Develop Accommodation Schedules. Develop Operational Narratives. Determine document management system requirements from architectural perspectives. Determine green technology compliance requirements. Preparation of architectural inputs to the development of the User Asset Management Plan and Project List: Provide

inputs to the development of the User Asset Management Plan. Prepare the final project list. Assist with Condition Assessment of projects implemented in the MTEF from an architectural perspective. Research/literature studies to keep up with new technologies, viability and feasibility of the geographical information management options for the Department including interaction with relevant professional development boards/councils: Study professional journals and publications to stay abreast of new developments. Monitor and study the education sector, legal frameworks, standards changes and policy frameworks. Engage in relevant continuous professional development activities [tools and techniques] as prescribed and/or required. Update the Infrastructure comprehensive planning framework of Department in terms of research findings, new technology and changes in the institutional environment. Interact with relevant Professional Bodies/Councils.

**ENQUIRIES** : Mr Moeti Tel No: (051) 404 9292

**POST 14/108** : **ADMINISTRATIVE OFFICER REF NO: PS03/2026/08**  
Physical Resource Planning and Property Management Directorate  
Property Management Sub Directorate

**SALARY** : R338 106 – R398 277 per annum (Level 07), (a basic annual salary)  
**CENTRE** : Bloemfontein: Head Office  
**REQUIREMENTS** : An applicable 3 year Diploma or equivalent qualification (NQF 6) in Business Management, Public Management or Built Environment. A valid Driver's license. Preference to candidates with relevant NQF Level 7 qualifications. Added Advantage: Computer literacy and a Relevant experience will be an added advantage.

**DUTIES** : To assist with the collecting and updating of information for immovable assets in line with the requirements stated on NEIMS survey forms and the requirement of the Provincial Asset Register managed by Public Works. To assist with the acquisitions of immovable assets [land and buildings] for Facilities in close consultation with Public Works. To assist with the disposal of immovable assets [land and buildings] for Facilities in close with Public Works. Assist Consultation with Districts and schools to obtain their needs and inputs in terms of acquisitions and disposals. Undertake all deeds searches to validate ownership of land before planning for buildings are finalised. Update the register of sites allocated to Education for future infrastructure development. Assist to interpret lease needs and identify suitable buildings for leases. Interact with Districts and Schools on proposed buildings for leases. Administrate Section 14 lease contracts. Administrate the payment of municipal accounts through the finance section. Identify excessive use of water and electricity. Make inputs to the preparation of guidelines on the use of utilities by Schools. Assist to train Districts on the guidelines for use of utilities. Make recommendations and/or propose interventions to improve the use of utilities by Facilities. Undertake planning for future human resource needs.

**ENQUIRIES** : Mr Moeti Tel No: (051) 404 9292

**POST 14/109** : **STATE ACCOUNTANT: INFRASTRUCTURE DELIVERY MANAGEMENT REF NO: PS03/2026/09 (X2 POSTS)**  
Directorate: Infrastructure Finance Sub Directorate

**SALARY** : R338 106 – R398 277 per annum (Level 07), (a basic salary)  
**CENTRE** : Bloemfontein: Head Office  
**REQUIREMENTS** : B Comm. Degree with Accounting II / National Diploma in Accounting with Accounting II or equivalent qualification. Relevant experience will be an added advantage. Computer literacy and valid driver's licence.

**DUTIES** : To assist with the following: Extract and analyse relevant infrastructure financial information. Provide financial administration for all infrastructure Programmes and Projects. Provide assistance to ensure compliance to the financial policies and prescripts in terms of infrastructure. Update and maintain a document management system for all financial documentation that comply with requirements of the Auditor General.

**ENQUIRIES** : Mr Mr Moeti Tel No: (051) 404 9227

**POST 14/110** : **WORKS INSPECTOR REF NO: PS03/2026/10 (X2 POSTS)**  
Infrastructure Delivery Management Directorate  
Infrastructure Programmes/Projects and Maintenance Sub Directorate

**SALARY** : R280 278 – R330 162 per annum (Level 06), (a basic annual salary)  
**CENTRE** : Bloemfontein Head Office

<b><u>REQUIREMENTS</u></b>	:	An applicable 3-year degree/diploma or equivalent qualification in Building or Mechanical or Electrical or N3 with passed trade test or National Diploma in Engineering. 2 -3 years relevant experience and a Valid Driver's license.
<b><u>DUTIES</u></b>	:	Design Of Maintenance System: Make inputs to the design of the maintenance system. Assist to provide information for the design and updating of the electronic maintenance management system. Assist to interact with information technology services on the specifications of the updating of the maintenance management system. Assist to develop the maintenance policy and procedures. Training On Maintenance System: Assist to develop training manuals on the maintenance management system. Assist to provide training to Districts on the maintenance management system. Assist to roll out the maintenance management system. Update the maintenance management system in term of work completed. Call Center: Assist with the establishment and functioning of the call center. Assist to provide training to personnel in the call center. Assist to develop standard operating procedure manuals for the call center. Extract information on calls logged and resolved. Provide technical inputs to call logged. Investigate cases that have not been resolved. NEIMS Assessments, Specification and Projects: Assist to provide relevant data and information for updating NEIMS and Facility Management Systems. Assist to prepare specifications. Assist to develop a bill of quantities. Assist to develop proposals on associated costs. Assist to make recommendations on quotations. Inspect maintenance work on projects sites. Verify invoices and make recommendations for payments.
<b><u>ENQUIRIES</u></b>	:	Mr Moet Tel No: (051) 404 9292
<b><u>POST 14/111</u></b>	:	<b><u>WORKS INSPECTOR: INFRASTRUCTURE CO-ORDINATION AND DELIVERY (X5 POSTS)</u></b>
<b><u>SALARY CENTRE</u></b>	:	R280 278 – R330 162 per annum (Level 06)
	:	Bloemfontein Head Office:
	:	Motheo District Office Ref No: PS03/2026/11 (X1 Post)
	:	Lejweleputswa District Office Ref No: PS03/2026/12 (X1 Post)
	:	Fezile Dabi District Office Ref No: PS03/2026/13 (X3 Posts)
<b><u>REQUIREMENTS</u></b>	:	An applicable 3-year degree/diploma or equivalent qualification in Building or Mechanical or Electrical or N3 with passed trade test or National Diploma in Engineering. 2 -3 years relevant experience and a Valid Driver's license.
<b><u>DUTIES</u></b>	:	Design Of Maintenance System: Make inputs to the design of the maintenance system. Assist to provide information for the design and updating of the electronic maintenance management system. Assist to interact with information technology services on the specifications of the updating of the maintenance management system. Assist to develop the maintenance policy and procedures. Training On Maintenance System: Assist to develop training manuals on the maintenance management system. Assist to provide training to Districts on the maintenance management system. Assist to roll out the maintenance management system. Update the maintenance management system in term of work completed. Call Center: Assist with the establishment and functioning of the call center. Assist to provide training to personnel in the call center. Assist to develop standard operating procedure manuals for the call center. Extract information on calls logged and resolved. Provide technical inputs to call logged. Investigate cases that have not been resolved. Neims Assessments, Specification and Projects: Assist to provide relevant data and information for updating NEIMS and Facility Management Systems. Assist to prepare specifications. Assist to develop a bill of quantities. Assist to develop proposals on associated costs. Assist to make recommendations on quotations. Inspect maintenance work on projects sites. Verify invoices and make recommendations for payments.
<b><u>ENQUIRIES</u></b>	:	Mr Moeti Tel No: (051) 404 9292
<b><u>POST 14/112</u></b>	:	<b><u>ADMINISTRATION CLERK REF NO: PS03/2026/14</u></b> Physical Resource Planning and Property Management Directorate Property Management Sub Directorate
<b><u>SALARY CENTRE</u></b>	:	R237 453 - R279 708 per annum (Level 05), (a basic salary)
	:	Bloemfontein: Head Office
<b><u>REQUIREMENTS</u></b>	:	NQF 4 (Gr. 12 Certificate) Added Advantage: Preference will be given to candidates with technical qualifications related to infrastructure. Knowledge of Computer (Excel and Word) will be essential. Post-Matric Qualifications will be an added advantage.

- DUTIES** : Assist with general office administration in the office of Infrastructure Programmes. Handling files, typing and keeping records up to date, handling telephone enquiries and any other admin official duties as may be assigned.
- ENQUIRIES** : Mr Moeti Tel No: (051) 404 9292
- POST 14/113** : **REGISTRY CLERK REF NO: PS03/2026/15**  
Physical Resource Planning and Property Management Directorate  
Property Management Sub Directorate
- SALARY CENTRE REQUIREMENTS DUTIES** : R237 453 – R279 708 per annum (Level 05), (a basic salary)  
: Head Office: Bloemfontein  
: NQF 4 (Grade 12) or equivalent qualification.  
: Provide Registry counter service. Attend to clients. Handle telephonic and other enquiries received. Receive and register hand delivered mail/files. Handle incoming and outgoing correspondence. Receive, sort, register and dispatch all mail. Distribute notices on registry issues. Render an effective filing and record management service. Opening and closing files according to record classification system. Filing, storage, tracing (electronic and manual) and retrieval of documents and files. Complete index cards for all files. Operate office machines in relation to the registry function. Update register on a daily basis. Process documents for archiving and disposal.
- ENQUIRIES** : Mr Moeti Tel No: (051) 404 9292

#### **DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE**

- APPLICATIONS** : For The Department of Public Works and Infrastructure to be submitted to: Head: Public Works and Infrastructure, Human Resources Management Directorate. P.O Box 7551, Bloemfontein, 9300 Or Applications that are hand delivered must be brought at the Foyer of OR Tambo House where they must be placed in the appropriately marked box at: Security Ground Floor, OR Tambo House, St. Andrews Street, Bloemfontein or e-mail to [e-recruitmentfsdpwi@fsworks.gov.za](mailto:e-recruitmentfsdpwi@fsworks.gov.za). No Applications will be accepted by staff in offices in the building.
- CLOSING DATE** : 15 May 2026
- NOTE** : Directions to applicants: Applications must be submitted on the new prescribed Z83 application form obtainable from any Public Service Department or on the internet at <http://www.info.gov.za>. The Z83 should be completed in a manner that allows the selection committee to assess the application based on the information provided on the form. Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and detailed Curriculum Vitae. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication. If the certified copies contradict the details on the CV or Z83 form, the candidate will automatically be disqualified and removed from the shortlist. Should an applicant possess a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Failure to submit the requested documents will result in the application not being considered. Applicants must indicate the reference number of the vacancy in their applications. Should an applicant wish to apply for more than one post, separate applications must be submitted i.e. all the documentation must be submitted for each post applied for. Applications received after the closing date and those that do not comply with these instructions will not be considered. Candidates requiring additional information regarding the advertised post should direct their enquiries to the relevant person as indicated in the advertisement. Note: Successful completion of the Nyukela Public Service SMS Pre-entry Programme as endorsed by the National School of Government, available as an online course on <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>, prior to finalisation of appointment, is a requirement for all SMS positions. 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. Short-listed candidates will on the day of interview undergo a security assessment. Suitable candidates will be subjected to personnel suitability checks as deemed appropriate and inclusive inter alia of criminal record check, citizenship verification, financial/asset record checks, qualification/study verification and previous employment verification. The successful candidate will be required to enter into a performance agreement, annually disclose financial interests, and comply

with all requirements applicable to members of the Senior Management Service. The Department is committed to the achievement and maintenance of diversity and equity in employment, particularly in respect of race, gender, and disability. Preference will therefore be given to candidates whose appointment will promote representativeness in line with the Department's Employment Equity Plan. If you have not been contacted within 4 months of the closing date of this advertisement, please accept that your application was unsuccessful. Faxed or late applications will not be accepted.

**MANAGEMENT ECHELON**

- POST 14/114** : **CHIEF FINANCIAL OFFICER REF NO: PWI 26/04**
- SALARY** : R1 494 900 per annum (Level 14), (all-inclusive package). The remuneration package consists of a basic salary (70%), the Employer contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include 13th cheque, motor car allowance, home owner's Allowance, And Medical Aid Assistance.
- CENTRE REQUIREMENTS** : Bloemfontein  
 Applicants must be in possession of an appropriate Bachelor's Degree or Advance Diploma (NQF Level 7) in Accounting, Financial Management, Commerce, Economics or an equivalent related qualification as recognised by SAQA. A postgraduate qualification and professional registration will be advantageous. Applicants must have a minimum of ten (10) years' relevant experience in financial management, budgeting and public sector financial administration, of which at least five (5) years must be at senior managerial level. Extensive experience in the public service environment, preferably within a Public Works, Infrastructure, Property Management, Human Settlements, Transport, Roads or related built-environment portfolio will be a strong requirement. Applicants must have a sound knowledge of the Constitution of the Republic of South Africa, 1996, the Public Finance Management Act, 1999(PFMA), Treasury Regulations, Public Service Act and Regulations, Generally Recognised Accounting Practice (GRAP), Supply Chain Management prescripts, GIAMA and all other legislation, regulations, directives and frameworks governing financial administration, asset management, infrastructure expenditure and public accountability in Government. Completion of the Nyukela Pre-Entry Certificate to Senior Management Services, as endorsed by the National School of Government, is a prerequisite for appointment. A valid drivers' licence is also required. The ideal candidate must demonstrate proven strategic capability and leadership, advanced financial and analytical skills, sound knowledge of public sector governance, high-level communication ability, people management and empowerment, programme and project management, change management, policy analysis and implementation, service delivery innovation, and a strong commitment to ethics, accountability and good governance. The candidate must possess the capacity to function effectively at executive management level, provide sound strategic advice to the Head of Department and Executive Authority and drive financial discipline, operational efficiency, institutional compliance and improved audit outcomes in a complex public sector environment. Added Advantage: Sector-Specific Exposure Preference will be given to candidates with demonstrable experience in the financial oversight of: Public Works and Infrastructure programmes; Property and accommodation management; Lease management and facilities-related expenditure; Infrastructure planning and implementation budgets; Maintenance and capital works expenditure; Immovable asset management and reporting; Public sector procurement in construction and built-environment contexts  
**Personal Attributes** The Department seeks a candidate who is visionary, decisive, disciplined, and highly ethical; one who demonstrates sound judgement, resilience, maturity, and the ability to operate under pressure in a demanding governance environment. The incumbent must be capable of balancing strategic leadership with operational rigour and must display an unwavering commitment to accountability, transparency, and stewardship of public resources.
- DUTIES** : The successful candidate will report directly to the Head of Department and will be responsible for the following: Strategic Financial Management: Provide strategic leadership and direction on all financial management matters of the Department. Ensure that the Department's financial strategies, plans, and systems support the overall mandate of the institution and are aligned to government priorities, service delivery imperatives, infrastructure development

plans, and applicable legislative requirements. Budget Planning and Expenditure Management: Manage and oversee the preparation, coordination, and implementation of the Department's budget, including MTEF processes, cash flow projections, in-year monitoring, expenditure reporting, and budget performance reviews. Ensure optimal allocation and utilisation of resources and institute control measures to prevent under-expenditure, over-expenditure, unauthorised expenditure, and fiscal instability. Financial Accounting and Reporting: Oversee the preparation of accurate, complete, and timely financial reports, including monthly, quarterly, and annual financial statements, in accordance with GRAP, PFMA, Treasury prescripts, and other reporting frameworks. Ensure proper management of financial transactions, reconciliations, commitments, accruals, payables, receivables, suspense accounts, and disclosure requirements. Supply Chain and Financial Governance: Provide executive oversight over the financial governance aspects of supply chain management, demand planning, acquisition management, logistics, contract management, and compliance monitoring. Ensure that procurement processes are consistent with the constitutional principles of fairness, equity, transparency, competitiveness, and cost-effectiveness, and that all procurement-related financial risks are properly managed. Asset and Infrastructure Financial Oversight: Lead the financial management of departmental movable and immovable assets and provide oversight on infrastructure-related expenditure, maintenance budgets, lease commitments, accommodation costs, capital planning, asset verification, impairment, disposal, and related financial reporting obligations. Ensure that the financial dimensions of custodianship, user asset management planning, and infrastructure investment are properly governed. Internal Controls, Compliance and Risk Management: Establish, strengthen, and monitor internal financial control systems to ensure full compliance with the PFMA, Treasury Regulations, audit requirements, and internal policies. Ensure effective management of irregular, fruitless and wasteful, and unauthorised expenditure, including reporting, investigation support, corrective action, and consequence management processes. Audit Coordination and Governance Support: Support the Accounting Officer in discharging statutory financial governance responsibilities. Coordinate responses to Internal Audit, Audit Committee, and Auditor-General findings. Drive the implementation of audit action plans and ensure the institution is audit-ready at all times. Promote sound governance practices and a strong control environment aimed at achieving and sustaining clean audit outcomes. Organisational Leadership and Capacity Building: Lead and manage the Finance Branch, including the functions of budgeting, financial accounting, revenue management, expenditure management, supply chain financial oversight, asset management, and internal control. Build institutional capability through effective leadership, performance management, mentoring, succession planning, and accountability.

**ENQUIRIES**

: Mr M Tshabalala Head: Public Works and Infrastructure Tel No: (051) 492 3909