

**PROVINCIAL ADMINISTRATION: MPUMALANGA  
DEPARTMENT OF EDUCATION**

*The Mpumalanga Department of Education is committed to provide equal opportunities and practices affirmative action employment. It is the intention of the Department to promote representivity (disability, gender and race) through the filling of posts and a candidate whose transfer / promotion / appointment will promote representivity will receive preference.*

- APPLICATIONS** : The Mpumalanga Department of Education awaits applications from suitably qualified and experienced persons for appointment to positions, as set out below: Should be uploaded via the following link <https://erecruitment.mpg.gov.za>
- ENQUIRIES** : should be directed to 013 766 5524/5175/5267/5458/5350: Ms. NP Magagula / Ms. SL Mkhathshwa / Ms. SR Ndzinisa / Mr. X Sifunda, YT Mthethwa - HR Recruitment.
- CLOSING DATE** : 16 July 2026
- NOTE** : Applications should be submitted on the latest Form Z.83, obtainable from any Public Service Department. Applications must in all cases be accompanied by a recent updated comprehensive CV only. Only shortlisted candidates for a post will be required to submit certified copies of qualifications, identity document and driver's license on or before the day of the interview following communication from the relevant HR section of the Department. A complete set of application documents should be submitted separately for every post that you wish to apply for. Please ensure that you clearly state the full post description and the relevant Post Reference Number on your application. No fax applications will be considered. Applicants must ensure that they complete part A, B AND C as well as the declaration and sign form Z83, even if they are attaching a CV. and sign form Z 83, even if they are attaching a CV. Incomplete and/or unsigned applications will not be considered. If you are currently in service, please indicate your PERSAL number at the top of form Z83. The filling of posts will be done in terms of the Department's approved Employment Equity Plan. Due to ongoing internal processes, the Department reserves the right to withdraw any post at any time. The Department reserves the right to verify the qualifications of every recommended candidate prior to the issuing of an offer of appointment. All short-listed candidates will be subject to a vetting process prior to appointment. If no response is received from Mpumalanga Department of Education within 90 days after the closing date of the advertisement, applicants must assume that their application was not successful. Shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job. Following the interview and technical exercise the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency-based assessments) The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools.

**MANAGEMENT ECHELON**

- POST 22/450** : **CHIEF DIRECTOR: FURTHER EDUCATION AND TRAINING A4/075**
- SALARY** : R1 554 696 per.annum. (An all-inclusive remuneration package) The package can be structured according to the individual's personal needs. The successful candidate will have to sign an annual performance agreement, annually disclose his/her financial interests and be subjected to a security clearance. Appointment will be subject to competency assessment.
- CENTRE REQUIREMENTS** : Head Office, Mbombela
- : An appropriate SAQA recognised Bachelors Degree or Advanced Diploma or equivalent qualification (NQF level 7) relevant to the specific field plus a minimum of 5 years experience at a middle/senior managerial level. A relevant postgraduate qualification will be an added advantage. Proven outstanding managerial and service delivery competency. In depth knowledge and understanding of education policies and legislation, in particular the policy frameworks governing the provision of further education and training, Public Examinations, as well as the PFMA and Financial Regulations. Extensive knowledge of and credible experience in the area of further education and training. Proven communication and interpersonal skills at all levels. Sound analytical and problem-solving skills. Advanced planning, organising and project management skills. Sound financial management skills. Ability to develop logical frameworks and other planning models. Ability to develop and adhere to work schedules and to work under pressure. Ability to maintain the required level of information confidentiality and security. Developed computer literacy. Willingness to travel and work beyond normal working hours. Ability to provide strategic leadership and to deliver excellent results under pressure. Valid driver's license. Shortlisted candidates will be subjected to a relevant technical exercise. Please note: With effect from 1 April 2020, an individual may only qualify for appointment at SMS level provided that said official has successfully completed

a Public Service Senior Management Leadership Programme and that he/she can produce the required Pre-entry Certificate as issued by the National School of Governance (NSG) on her/his own cost. For further information related to the on-line course, interested officials are advised to contact nyukela@thensg.gov.za. 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.

**DUTIES** : Ensure the development, planning, implementation, monitoring, assessment and co-ordination of policy and systems for further education and training and Public Examinations. Ensure the effective delivery of policy, programmes and systems for diverse educational support services. Manage independent Institution compliance as well as examination question papers and marking, examination policy support and examination administration support. Ensure compliance, implementation and maintenance of national and provincial policy frameworks in the responsible areas of activity. Ensure mission effectiveness and operational efficiency through effective and efficient resources management, including the human resources, finance, equipment and systems of the component. Contribute to the strategic direction of the Department. Pro-actively build sound relationships with key stakeholders and clients, including organised labour. Empower staff within the component through coaching, development and skills transfer. The appointee will be a member of the management echelon of the Department of Education and will be expected to contribute at that level. Promote a culture of efficiency and quality.

**ENQUIRIES** : Mr. ER Nkosi, Tel (013) 766 0918

**POST 22/451** : **DIRECTOR: INTERNAL AUDIT A4/078**

**SALARY** : R1 317 384 per.annum. (An all-inclusive remuneration package) The package can be structured according to the individual's personal needs. The successful candidate will have to sign an annual performance agreement, annually disclose his/her financial interests and be subjected to a security clearance. Appointment will be subject to competency assessment.

**CENTRE REQUIREMENTS** : Head Office, Mbombela

: An appropriate SAQA recognised Bachelors Degree or Advanced Diploma or equivalent qualification (NQF level 7) relevant to the specific field plus a minimum of 5 years' experience at a middle/senior managerial level. Membership of the Institute of Internal Auditors. Appropriate experience in electronic data processing systems, project management and internal auditing. Knowledge of GAAP and Internal Auditing Standards. Exposure to Public Finance. Extensive knowledge of the Public Finance Management Act. Ability to develop logical frameworks and other planning models. Ability to develop and adhere to work schedules and to work under pressure. Ability to maintain the required level of information confidentiality and security. Developed computer literacy. Valid drivers license. Willingness to travel and work beyond normal working hours. Ability to provide strategic leadership and to deliver excellent results under pressure. Shortlisted candidates will be subjected to a relevant technical exercise. Please note: With effect from 1 April 2020, an individual may only qualify for appointment at SMS level provided that said official has successfully completed a Public Service Senior Management Leadership Programme and that he/she can produce the required Pre-entry Certificate as issued by the National School of Governance (NSG) on her/his own cost. For further information related to the on-line course, interested officials are advised to contact nyukela@thensg.gov.za. 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.

**DUTIES** : High level risk assessment of business units. Determine the scope of audit testing. Prepare medium and long term audit plans. Manage the planning and execution of audits in accordance with the IIA Standards. Monitor compliance of policies and procedures. Report audit findings to the Accounting Officer and make recommendations for correcting deficiencies to improve operations and reduce costs. Ensure compliance, implementation and maintenance of national and provincial policy frameworks in the responsible areas of activity. Analyse losses and manage the departmental database for loss control. Promote a culture of efficiency and quality. Contribute to the strategic direction of the Department. The appointee will be a member of the management echelon of the Department of Education and will be expected to contribute at that level.

**ENQUIRIES** : Ms. LH Moyane, Tel (013) 766 5520

#### **OTHER POSTS**

**POST 22/452** : **DEPUTY DIRECTOR: COLLECTIVE BARGAINING A4/084**

<b><u>SALARY</u></b>	:	R932 292 per.annum. The package can be structured according to the individual's personal needs.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Head Office, Mbombela An undergraduate qualification (NQF 7/6) as recognised by SAQA in Labour Relations /Labour Law or equivalent qualifications. Minimum of 3 years' relevant experience in Labour Relations environment. Competencies: Extensive knowledge of Labour laws, dispute resolution mechanisms, education legislation and policies and public service legislation and policies. In depth knowledge of and experience in procedures for dealing with incapacity/inefficiency and employee behaviour. Credible experience in conflict resolution and crisis intervention. Strong interpersonal-, written and verbal communication skills. Proven ability to communicate effectively with a broad spectrum of role players. Excellent report writing skills. Sound analytical and problem-solving skills. Advanced planning, organising and project management skills. Sound financial management skills. Ability to develop logical frameworks and other planning models. Ability to develop and adhere to work schedules. Ability to maintain the required level of information confidentiality and security. Developed computer literacy. Willingness to travel and work beyond normal working hours. Ability to provide strategic leadership and to deliver excellent results under pressure. Valid driver's license.
<b><u>DUTIES</u></b>	:	Manage the Collective Bargaining Unit. Co-ordinate, manage and monitor collective bargaining activities. Prepare and obtain mandates for collective bargaining. Prepare documents for collective bargaining. To represent the employer in collective bargaining structures. To Liaise with disputing parties with the aim of resolving disputes emanating from collective bargaining. To handle Industrial actions according to legislation, policy and procedure. Give direction to, co-ordinate, monitor and advise on all Labour relations related matters (procedural and policy). Interpret existing and newly developed policies and facilitate policy making on Labour relations matters where applicable. Manage the development and implementation of appropriate policy, systems, management- and administrative structures for the provision and maintenance of a comprehensive Labour relations service. Identify the needs for improved Labour relations services and formulate programmes and projects for the implementation thereof. Ensure compliance, implementation and maintenance of national and provincial policy frameworks in the responsible areas of activity. Maintain discipline of staff members. Promote a culture of efficiency and quality. Execute HR Performance Management. The appointee will be a member of the middle management echelon of the Department of Education and will be expected to chair disciplinary enquiries when required to do so.
<b><u>ENQUIRIES</u></b>	:	Mr. H Ngwenya, Tel (013) 766 5429
<b><u>POST 22/453</u></b>	:	<b><u>DEPUTY DIRECTOR: FINANCIAL &amp; SUPPORT SERVICES A4/085</u></b>
<b><u>SALARY</u></b>	:	R932 292 per.annum. (An all-inclusive remuneration package) The package can be structured according to the individual's personal needs
<b><u>CENTRE REQUIREMENTS</u></b>	:	Nkangala District Office, KwaMhlanga An undergraduate qualification (NQF 7/6) as recognised by SAQA in Accounting/Cost and Management Accounting/Commerce/Financial Management or equivalent qualifications related to the field. Minimum of 3 years' relevant experience. In depth knowledge of the Public Finance Management Act, 1999, Treasury Regulations, Preferential Procurement Policy Framework Act (PPPFA) and the specified work field. Sound knowledge and experience of all financial related matters, budget procedures, the Basic Accounting System (BAS), the PERSAL System as well as the computerised LOGIS System. Well-developed written and verbal communication skills. Good presentation and report writing skills. Strong interpersonal and networking skills. Ability to work under pressure. Ability to function independently. Proven management skills and the ability to liaise at a high level. The ability to develop systems and processes as well as policies and procedures. Client-orientation/customer focus. Analytical, problem solving and decision-making skills. Good computer user knowledge and experience. Valid driver's license.
<b><u>DUTIES</u></b>	:	Overall management of district Financial Services (including Budget and revenue management, expenditure services & Salary services, Supply Chain services and Asset Management). Ensure the efficient management of the district budget, the co-ordination of budgetary inputs and financial reporting. Manage and co-ordinate the efficient and accountable administration of salaries and salary accounts. Ensure the effective acquisition of goods and services. Co-ordinate and administer matters in respect of asset management in accordance with policies and delegations. Give direction to, co-ordinate, monitor and advise on all finance related matters (procedural and policy). Interpret existing and newly developed policies and facilitate policy making on financial matters where applicable. Develop and implement appropriate policy, systems, management- and administrative structures for the provision and maintenance of a comprehensive district Financial Service. Identify the needs for improved financial services and formulate

		programmes and projects for the implementation thereof. Maintain discipline of staff members. Execute HR Performance Management.
<b><u>ENQUIRIES</u></b>	:	Ms M Masilela, Tel (013) 947 1816 / Ms LS Malatjie, Tel (013) 947 1725
<b><u>POST 22/454</u></b>	:	<b><u>DEPUTY DIRECTOR: HR SERVICES A4/086</u></b>
<b><u>SALARY</u></b>	:	R932 292 per.annum. (An all-inclusive remuneration package) The package can be structured according to the individual's personal needs. Appointment will be subject to competency assessment.
<b><u>CENTRE REQUIREMENTS</u></b>	:	Ehlanzeni District Office, Kanyamazane
	:	An undergraduate qualification (NQF 7/6) as recognised by SAQA in Human Resource Management /Public Management or equivalent qualification. Minimum of 3 years' relevant experience in an HR environment. Competencies: Knowledge of Human Resource concepts, principles, policies and procedures. In depth knowledge and experience of the PERSAL System. Knowledge of the legislation regulating all HR administration of educators and officials and related HR policies and practices, as well as employee wellness. Excellent written and verbal communication skills. Good presentation and report writing skills. Strong interpersonal and networking skills. Ability to work under pressure. Ability to function independently. Proven management skills and the ability to liaise at a high level. The ability to develop systems and processes as well as policies and procedures. Client-orientation/ customer focus. Analytical, problem solving and decision-making skills. Advanced planning and project management skills. Proven supervisory and people management skills. Good computer user knowledge and experience pertaining to MS Office (Word, Excel and PowerPoint - with special emphasis on Access). Valid driver's license.
<b><u>DUTIES</u></b>	:	Overall management of district HR Services, including specialised HR support-, research and advisory services, establishment services, employment, career matters, housing and leave, pensions and compensation benefits, PERSAL registry services, the maintenance of the PERSAL Personnel subsystem, and the co-ordination of all HR Projects. Overall management of matters in respect of HIV/AIDS prevention and -care programmes and employee assistance programmes. Give direction to, co-ordinate, monitor and advise on all HR related matters (procedural and policy). Interpret existing and newly developed policies and facilitate policy making on HR matters where applicable. Develop and implement appropriate policy, systems, management- and administrative structures for the provision and maintenance of a comprehensive district HR Service. Identify the needs for improved HR services and formulate programmes and projects for the implementation thereof. Maintain discipline of staff members. Execute HR Performance Management.
<b><u>ENQUIRIES</u></b>	:	Ms JT Dlamini, Tel (013) 766 0508
<b><u>POST 22/455</u></b>	:	<b><u>DEPUTY DIRECTOR: HR SERVICES A4/087</u></b>
<b><u>SALARY</u></b>	:	R932 292 per.annum. (An all-inclusive remuneration package) The package can be structured according to the individual's personal needs
<b><u>CENTRE REQUIREMENTS</u></b>	:	Bohlabela District Office, Bushbuckridge
	:	An undergraduate qualification (NQF 7/6) as recognised by SAQA in Human Resource Management /Public Management or equivalent qualification. Minimum of 3 years' relevant experience in an HR environment. Competencies: Knowledge of Human Resource concepts, principles, policies and procedures. In depth knowledge and experience of the PERSAL System. Knowledge of the legislation regulating all HR administration of educators and officials and related HR policies and practices, as well as employee wellness. Excellent written and verbal communication skills. Good presentation and report writing skills. Strong interpersonal and networking skills. Ability to work under pressure. Ability to function independently. Proven management skills and the ability to liaise at a high level. The ability to develop systems and processes as well as policies and procedures. Client-orientation/ customer focus. Analytical, problem solving and decision-making skills. Advanced planning and project management skills. Proven supervisory and people management skills. Good computer user knowledge and experience pertaining to MS Office (Word, Excel and PowerPoint - with special emphasis on Access). Valid driver's license.
<b><u>DUTIES</u></b>	:	Overall management of district HR Services, including specialised HR support-, research and advisory services, establishment services, employment, career matters, housing and leave, pensions and compensation benefits, PERSAL registry services, the maintenance of the PERSAL Personnel subsystem, and the co-ordination of all HR Projects. Overall management of matters in respect of HIV/AIDS prevention and -care programmes and employee assistance programmes. Give direction to, co-ordinate, monitor and advise on all HR related matters (procedural and policy). Interpret existing and newly developed policies and facilitate policy making on HR matters where applicable. Develop and implement appropriate policy, systems, management- and administrative structures for the provision and maintenance of a comprehensive district HR

Service. Identify the needs for improved HR services and formulate programmes and projects for the implementation thereof. Maintain discipline of staff members. Execute HR Performance Management.

**ENQUIRIES** : Ms A Mashile, Tel (013) 766 7441

**POST 22/456** : **DEPUTY DIRECTOR: INFRASTRUCTURE AND INFORMATION SYSTEMS A4/088**

**SALARY** : R932 292 per annum. (An all-inclusive remuneration package) The package can be structured according to the individual's personal needs.

**CENTRE** : Bohlabela District Office, Bushbuckridge

**REQUIREMENTS** : An undergraduate qualification (NQF 7/6) as recognised by SAQA or equivalent qualifications related to the field. Minimum of 3 years' relevant experience. In depth knowledge of the Public Finance Management Act, 1999, Treasury Regulations and the specific work field. Sound knowledge and experience of all building project matters, education and training management information systems as well as computer-based system services. Well-developed written and verbal communication skills. Good presentation and report writing skills. Strong interpersonal and networking skills. Ability to work under pressure. Ability to function independently. Proven management skills and the ability to liaise at a high level. The ability to develop systems and processes as well as policies and procedures. Client-orientation/customer focus. Analytical, problem solving and decision-making skills. Extensive computer user knowledge and experience. Valid driver's license.

**DUTIES** : Manage and co-ordinate the rendering of integrated education resource planning- and resource management services within the MTEF. Oversee the performing of works inspections. Manage the strategic development and operation of education and training management information systems, collecting and provisioning of education data at District level. Manage the establishment, support and maintenance of effective and efficient information communication technology systems throughout the district.

**ENQUIRIES** : Ms A Mashile, Tel (013) 766 7441

**POST 22/457** : **DEPUTY DIRECTOR: LABOUR RELATIONS A4/089**

**SALARY** : R932 292 per annum. (An all-inclusive remuneration package) The package can be structured according to the individual's personal needs

**CENTRE** : Bohlabela District Office, Bushbuckridge

**REQUIREMENTS** : An undergraduate qualification (NQF 7/6) as recognised by SAQA in Labour Relations /Labour Law or equivalent qualifications. Minimum of 3 years' relevant experience in Labour Relations environment. Competencies: Extensive knowledge of Labour laws, dispute resolution mechanisms, education legislation and policies and public service legislation and policies. In depth knowledge of and experience in procedures for dealing with incapacity/inefficiency and employee behaviour. Credible experience in conflict resolution and crisis intervention. Strong interpersonal-, written and verbal communication skills. Proven ability to communicate effectively with a broad spectrum of role players. Excellent report writing skills. Sound analytical and problem-solving skills. Advanced planning, organising and project management skills. Sound financial management skills. Ability to develop logical frameworks and other planning models. Ability to develop and adhere to work schedules. Ability to maintain the required level of information confidentiality and security. Developed computer literacy. Willingness to travel and work beyond normal working hours. Ability to provide strategic leadership and to deliver excellent results under pressure. Valid driver's license.

**DUTIES** : Manage all district labour relations matters. Co-ordinate, manage and monitor collective bargaining activities, address grievances and regulate, promote and administer sound dispute resolution and -prevention mechanisms. Manage all matters pertaining to incapacity/ inefficiency and employee behaviour. Give direction to, co-ordinate, monitor and advise on all labour relations matters (procedural and policy). Interpret existing and newly developed policies and facilitate policy making on collective bargaining, grievances as well as dispute resolution and -prevention mechanisms. Manage the monitoring of time off and secondment for teacher union or employee organisation activities. Liaise with Head Office and trade unions on all labour relations matters. Develop and implement appropriate policy, systems, management- and administrative structures for the provision of effective and efficient district labour relations. Maintain discipline of staff members. Execute HR Performance Management.

**ENQUIRIES** : Ms A Mashile, Tel (013) 766 7441

**POST 22/458** : **DEPUTY DIRECTOR: TRANSFORMATION A4/090**

**SALARY** : R932 292 per annum. (An all-inclusive remuneration package) The package can be structured according to the individual's personal needs

**CENTRE** : Head Office, Mbombela

<b><u>REQUIREMENTS</u></b>	:	An undergraduate qualification (NQF 7/6) as recognised by SAQA in Public Management/Human Resource Management or equivalent qualifications. Minimum of 3 years' relevant management experience in HR- and transformation management issues. Competencies: Extensive knowledge of the legislation regulating the transformation of the public service and related HR policies and practices. Planning and organising skills. Ability to meet deadlines. Strong interpersonal-, written and verbal communication skills. Good presentation and report writing skills. Proven managerial skills and the ability to liaise at a high level. Good computer user knowledge and experience. Condition: Appointment will be subject to competency assessment. Valid driver's license
<b><u>DUTIES</u></b>	:	This role is responsible for managing staff performance and executing management function regarding the transformation of civil society in order to achieve organisational objectives. Develop and manage transformation processes. Render support services. Manage and develop democratization of the workplace. Develop policies and procedures. Perform management functions. Execute HR Performance Management. Ensure the development, monitoring and implement Employment Equity Plan and the reporting, therefore. Co-ordinate the Employment Equity Committee meetings. Facilitate Diversity Management programmes.
<b><u>ENQUIRIES</u></b>	:	Ms. LH Moyane, Tel (013) 766 5520
<b><u>POST 22/459</u></b>	:	<b><u>GIS SPECIALIST: WEB SERVICES A4/091</u></b>
<b><u>SALARY</u></b>	:	R932 292 per annum. (An all-inclusive remuneration package) The package can be structured according to the individual's personal needs.
<b><u>CENTRE</u></b>	:	Head Office, Mbombela
<b><u>REQUIREMENTS</u></b>	:	University degree in Information Technology / Computer Science / BSc plus an appropriate Honours- and / or Masters degree. An additional tertiary GIS qualification in Geographical Information Systems. At least three to five years experience in management of Geographic Information Systems. Experience in GIS database administration, GIS web application development and/or spatial analysis and data extraction will be considered. Experience in working with Arc Gis or Arc IMS. Project management. Knowledge of Government legislation regarding spatial information. Experience in the educational sector will be an advantage. Analytical thinking and problem-solving abilities. Excellent client liaison skills. Sound teamwork and human relation capabilities. Ability to work under pressure and expended working hours. Valid driver's license.
<b><u>DUTIES</u></b>	:	Manage, maintain and support the departmental GIS services. Identify and acquire spatial and non-spatial data from various sources. Prepare data for use in the GIS environment. Use static information and non-spatial information to create spatial data. Compile and print reports and maps based on the spatial analysis. Responsible for business report writing and spatial data presentations. Promote the use of GIS and spatial analysis in the planning and monitoring of in-house development. Represent the department on departmental, provincial and national level.
<b><u>ENQUIRIES</u></b>	:	Ms. M Tebeila, Tel (013) 766 5566
<b><u>POST 22/460</u></b>	:	<b><u>SENIOR STATISTICIAN: EDUCATION MANAGEMENT INFORMATION SYSTEMS A4/092</u></b>
<b><u>SALARY</u></b>	:	R932 292 per annum. (An all-inclusive remuneration package) The package can be structured according to the individual's personal needs
<b><u>CENTRE</u></b>	:	Head Office, Mbombela
<b><u>REQUIREMENTS</u></b>	:	An appropriate 3-year qualification (NQF6) as recognised by SAQA in Statistics, plus extensive appropriate experience in statistics analyses or in a mathematics - related environment. Computer literate in Microsoft developments. Excellent statistical analysing skills. Good verbal and written communication skills. Good report writing skills. Sound human relations and the ability to work under pressure and within a team. Valid driver's license.
<b><u>DUTIES</u></b>	:	Execute statistical analyses of education data and Stats-SA data. Incorporate external data into useful analytical data. Forecast trends on data to support management decisions. Liaise with other departments / directorates / sectors in assisting with data analyses. Work closely with the Chief Information Officer in regard of the above. Assist management in analyses and understanding of statistical data. Prepare statistical reports for publishing on web-sites, newsletters and media. Liaise within the matrix function on statistical reporting
<b><u>ENQUIRIES</u></b>	:	Mr. D Mtembu, Tel (013) 766 5124
<b><u>POST 22/461</u></b>	:	<b><u>WEB SPECIALIST: WEB SERVICES A4/093</u></b>
<b><u>SALARY</u></b>	:	R932 292 per annum. (An all-inclusive remuneration package) The package can be structured according to the individual's personal needs
<b><u>CENTRE</u></b>	:	Head Office, Mbombela
<b><u>REQUIREMENTS</u></b>	:	An appropriate recognized Bachelors degree or equivalent qualification. Relevant technical qualifications. At least 5 years relevant experience. Analytical thinking

and problem-solving abilities. Excellent client liaison skills. Sound teamwork and human relation capabilities. Ability to work under pressure and extended working hours. Experience in the Educational sector, project management experience, sound knowledge of HTML/ASP.NET/PHP languages and familiar with SQL databases will be considered. Short listed candidates may be required to complete a technical/practical competency test. Valid driver's license.

**DUTIES**

: Develop policies in support of the Departmental strategy. Represent the department on departmental, provincial and national level. Manage technical aspects of the departmental web site. Liaise with other departmental stakeholders regarding departmental website content. Maintain, manage and support the departmental website. Liaise with the EMIS and Information Officer regarding publishing educational data.

**ENQUIRIES**

: Ms. M Tebeila, Tel (013) 766 5566