

GOVERNMENT TECHNICAL ADVISORY CENTRE (GTAC)

The GTAC is an equal-opportunity employer and encourages applications from women and people with disabilities. Our buildings are accessible to people with disabilities and reasonable accommodation is provided for persons with disabilities.

<u>APPLICATIONS</u>	:	Only online applications will be accepted. Applications not accompanied by a comprehensive CV and a fully completed Z83 form will not be considered. Please register, or if you are already registered, sign in and apply for this position on the GTAC eRecruitment website https://erecruitment.gtac.gov.za/erecruitment/
<u>CLOSING DATE</u>	:	16 October 2026 at 12 pm.
<u>NOTE</u>	:	Only South African Citizens, and Permanent Residents need to apply as per PSR 2016. Applications should be accompanied by a duly completed and signed Z83 form (obtainable from any Public Service department). The post title and reference number must be clearly indicated on the Z83 form. A recent comprehensive CV should be submitted. Certified copies of qualifications and other relevant documents will be required to be submitted to HR on or before the day of the interview from shortlisted candidates. All short-listed candidates will be subjected to security vetting to confirm employment, personnel suitability checks. Short-listed candidates must make themselves available for a panel interview on the date determined by GTAC. Late applications, and those not meeting the requirements, will not be considered. Should you not receive feedback from GTAC within 2 months of the closing date, please consider your application unsuccessful. GTAC reserves the right to fill or not fill the advertised post. Preference will be given according to EE and Gender target. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. In accordance with the DPSA Directive on Compulsory Capacity Development, Mandatory Training Days and Minimum requirements, this SMS level appointment will be subject to the completion of the Senior Management Pre-entry programme as endorsed by the National School of Government. The applicants should therefore have proof that they have registered for the pre-entry certificate and have completed the course before the appointment. The cost of the pre-entry certificate is at the candidate's expense. To access the pre-certificate course, please visit: https://www.thensg.gov.za/training-course/sms-pre-entry-programme .

MANAGEMENT ECHELON

<u>POST 35/45</u>	:	<u>DIRECTOR: MUNICIPAL DESK REF NO: G017/2026</u> Term: Permanent
<u>SALARY</u>	:	R1 317 384 - R1 551 807 per annum (Level 13), (all – inclusive package)
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	A relevant bachelor's degree (NQF 7) as recognised by SAQA in Finance, Economics, Engineering, Law, or a related field, or equivalent relevant experience, is required. A postgraduate qualification (NQF Level 8) in Finance, Economics, Engineering, or Law will be considered an added advantage. Specialised expertise in public finance management and/or public-private partnership (PPP) structuring will be highly advantageous. Minimum of five (5) years' relevant experience in project finance, project management, regulatory compliance management, and/or public-private partnership (PPP) structuring. 5 years' experience at a middle or senior management level. Experience within the public sector will be regarded as an added advantage.
<u>DUTIES</u>	:	To enable the establishment and management of PPP projects that achieve the requirements of substantial risk transfer, value for money and affordability for local government infrastructure build and service delivery programmes. PPP Policy and Regulatory Framework: Provide inputs to the development, annual reviews and ongoing formulation of the NT PPP policy, regulations and practice notes, NT PPP Manual, NT Standardised PPP Provisions and related PPP Guidelines. Provide inputs to the development, implementation and

updating of standardised Sectoral PPP Toolkits for the establishment of PPP systems, standards and contracting terms. Provide inputs into the design, development, implementation and maintenance of tools, methodologies and guidelines to enable the appraisal of PPP feasibility studies, structuring of procurement transactions, and management of PPP projects. Track / research / investigate and report/advise/make recommendations on latest trends and best practices in the PPP management, stakeholder views and experience in PPP implementation, lessons learnt through PPP projects, PPP market shortcomings, fiscal implications and policy gaps in the government development agenda for public infrastructure and improvements to the PPP value proposition. TAS&PPP Marketing and Communications and PPP Advocacy: Provide inputs into and support the design, development and implementation of marketing strategies and targeted initiatives designed to broaden the PPP market and increase PPP competitiveness and share of total infrastructure spend including, inter alia, public events, awareness and promotional campaigns, targeted engagements, and liaison with national and international media. Establish and maintain working relationships and ongoing engagements and liaison with NT PPP policy, regulatory and audit stakeholders, local government PPP procuring institutions stakeholders and private sector stakeholders. Provide information and assistance to investors, bidders and financiers about PPP programmes and upcoming opportunities. Assist with and ensure the resolution and reporting of stakeholder queries for assimilation into PPP training manuals and communications materials. PPP Projects Inception Advice and Support: Manage the provision of advice to local government institutions on initiating potential PPP projects in compliance with Treasury Regulation 16 including conducting initial needs analyses, registering PPPs with relevant treasury, appointing project officers, delegations and responsibilities, assessing projects budgets and considering PDF funding and setting up projects teams. Manage discussions on proposed PPPs with the Accounting Officer / Authority and confirm/obtain agreement on the project needs analysis and delivery options, budget availability, project consultants (if any), PDF funding application (if any), internal project management capacity, political and management support for the project, appointed project officer, multiple project bundling (if any), and project timeframe. Manage the processing of written requests from the Accounting Officer / Authority to register PPP projects including the assignment of a project number and the PPP Unit project advisor, entering the project on the PPP projects database and confirming, in writing to the Accounting Officer / Authority, the project registration and details, and the request for the appointment of a Transaction Advisor. Manage the provision of technical support to the PPP project officer on setting up the project office including assisting and/or organising technical assistance with calculating project management and administration, and Transaction Advisor costs, identifying budget availability and building into next budget cycle, assessing PDF funding needs, if any, establishing a project secretariat and project team, drafting the terms of reference for the Transaction Advisor and procuring and/or seconding project expertise as required. Manage the provision of technical support on PDF applications including assisting with PDF applications preparation, providing recommendations on the application, informing the accounting officer/authority of the PDF's decision, assisting with funding agreements preparation and signing, and ensuring that conditions are met and the PDF Unit takes over funding the Transaction Advisor. Manage the provision of technical support and advice on the procurement of the PPP Transaction Advisor including the establishment of the bid evaluation panel and bid secretariat, defining of the Transaction Advisor terms of reference, setting out of the appointment, reporting and decision-making arrangements for the Transaction Advisor, preparation of the bid package, publishing of the advertisement, briefing of bidders, and responding to queries, evaluation of bids and interviewing, selection and contracting of the Transaction Advisor. PPP Feasibility Studies Appraisal and Advice: Manage the provision of technical advice and support on the preparation of PPP project feasibility studies including the needs analysis, solution options analysis, project due diligence, value assessment, economic valuation, and procurement plan. Manage the appraisal of PPP project feasibility studies / revised feasibility studies and the provision of recommendations and motivation thereto for Treasury Approval or decline including appraising/organising the appraisal of the projects' merits, alignment with government priorities and demand, affordability, value-for-money and appropriate risk allocation, cost-

effectiveness and likelihood of implementation. PPP Procurement Support and Advice: Facilitate the provision of advice and technical assistance on preparing affordable and cost-effective PPP projects including the design of procurement transaction frameworks and processes including optimum financial structure for the project, sources of debt and likely financing terms, and financing implications of project contracts, preparation of financial memoranda on the project for presentation and identification and mobilisation of development finance institutions (national and international) and/or commercial banks as necessary. Manage the provision of technical support and advice on the PPP procurement process and Treasury approvals IIA and IIB including the: preparation of Requests for Qualification (RFQ), obtaining TR IIA, advertising and distribution of the RFQ, evaluation of responses, and communication with bidders, preparation of Requests for Proposal (RFP), obtaining TR IIA, advertising and distribution of the RFP, evaluation of bids, and choosing of the preferred bidder / entering, where required, the best and final offer (BAFO) process, preparation of the Value-for-Money Report and Negotiation plan and obtaining TR IIB. Manage the provision of technical support and advice on the negotiations and preparation of the draft PPP agreement and ancillary agreements (service level agreements, funding agreements and payment mechanism) and the PPP agreement management plan. Manage the assessment and compilation of draft PPP agreements and preparation and submission of the TA:III Report for Treasury approval including ensuring that: the PPP agreement meets the requirements of affordability, value for money and substantial technical, operational and financial risk transfer as approved, the management plan explains the capacity of the institution and proposed mechanisms and procedures to implement, manage, enforce, monitor and report on the PPP, the due diligence, including the legal due diligence, has been completed in respect of the accounting officer's or accounting authority / proposed private party competence and capacity to enter into the PPP agreement, recommendations and motivations thereto are made for Treasury approval / decline. PPP Projects Monitoring and Evaluation, Reviewing and Auditing and Closure and Reporting: Manage the development and implementation of corrective measures for projects that stray from the agreement management plan and punitive measures in instances of persistent non-performance. Provide inputs into PPP project efficiencies and effectiveness reviews and make and facilitate the implementation of recommendations, if any, for improvements regarding PPP transactions and arrangements, PPP financial models and plans and PPP project agreements and contracts management. Assist with and support the auditing of PPP projects and ensure the implementation of findings and/or resolution of adverse outcomes. Manage the provision of inputs on project findings and learnings reports and collate and submit for publishing and communication. Manage the provision of inputs on case studies and impact assessments on closed PPP projects. Manage the post-closure of PPP project contracts M&E including the provision of contract management assistance to procuring authority. PPP Capacity Development and Knowledge Management: Provide inputs on the design and development of training programmes and materials to build capacity to within all three spheres of government on the NT PPP Manual, Standardised PPP Provisions, Sectoral PPP Toolkits, PPP guidelines specifically the Municipal Service Delivery and PPP Guideline, and TAS&PPP tools and methodologies. Support the scheduling and implementation of PPP capacity development programmes including the Municipal training programme for local government officials and the private sector. Monitor and mentor Transaction Advisor interns in order to develop affordable, cost-effective PPPs. Build and participate in network groups for reference and benchmarking, and knowledge exchange and sharing, and attend Treasury workshops to ensure that all legislative and regulatory frameworks are updated. Provide inputs to the PPP quarterly report including the writing of articles. Disseminate and share PPP case studies and learnings and PPP quarterly reports with relevant stakeholders. TAS&PPP Strategy, Budget and Governance: Provide inputs to the TAS&PPP APP and manage the development, implementation, monitoring and reporting on the unit annual workplan and performance indicators. Provide inputs to the TAS&PPP budget preparation, expenditure, compliance and performance monitoring, record keeping and reporting. Contribute to and assist with the establishment and maintenance of the TAS&PPP management framework and internal controls including policies and procedures, business processes, guidelines and

templates, and systems and databases. Support and enable TAS&PPP audits, including the preparation and availability of documentation and information, and the implementation of corrective measures regarding audit findings. TAS&PPP Staff and Resources Performance Management: Assist with and contribute to staff capacity and productivity management including the establishment of posts, recruitment of staff, delegation of work, and resolution of issues. Assist with and contribute to own and staff performance management and development including work plans and indicators development, performance reviewing and skills plans implementation. Monitor and ensure compliance with the TAS&PPP electronic and paper document management system and filing and archiving plan. TAS&PPP Information Management and Reporting: Prepare and supply information and documents for compliance checking and auditing purposes. Prepare and supply monthly status reports, quarterly progress reports and annual overview reports. Prepare and supply information for inclusion in the GTAC annual report, GBS, BCS and other donor funding reports, and other strategic documents.

ENQUIRIES

: HR Enquiries: Kaizer.Malakoane@gtac.gov.za at 066 250 7072