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Department:  
Public Service and Administration  
REPUBLIC OF SOUTH AFRICA

## PUBLIC SERVICE VACANCY CIRCULAR

**PUBLICATION NO 10 OF 2024**  
**DATE ISSUED 15 MARCH 2024**

### 1. Introduction

- 1.1 This Circular is, except during December, published on a weekly basis and contains the advertisements of vacant posts and jobs in Public Service departments.
- 1.2 Although the Circular is issued by the Department of Public Service and Administration, the Department is not responsible for the content of the advertisements. Enquiries about an advertisement must be addressed to the relevant advertising department.

### 2. Directions to candidates

- 2.1 Applications on form Z83 with full particulars of the applicants' training, qualifications, competencies, knowledge and experience (on a separate sheet if necessary or a CV) must be forwarded to the department in which the vacancy/vacancies exist(s). **NB: PROSPECTIVE APPLICANTS MUST PLEASE USE THE NEW Z83 WHICH IS EFFECTIVE AS AT 01 JANUARY 2021.**
- 2.2 Applicants must indicate the reference number of the vacancy in their applications.
- 2.3 Applicants requiring additional information regarding an advertised post must direct their enquiries to the department where the vacancy exists. The Department of Public Service and Administration must not be approached for such information.
- 2.4 It must be ensured that applications reach the relevant advertising departments on or before the applicable closing dates.

### 3. Directions to departments

- 3.1 The contents of this Circular must be brought to the attention of all employees.
- 3.2 It must be ensured that employees declared in excess are informed of the advertised vacancies. Potential candidates from the excess group must be assisted in applying timeously for vacancies and attending where applicable, interviews.
- 3.3 Where vacancies have been identified to promote representativeness, the provisions of sections 15 (affirmative action measures) and 20 (employment equity plan) of the Employment Equity Act, 1998 should be applied. Advertisements for such vacancies should state that it is intended to promote representativeness through the filling of the vacancy and that the candidature of persons whose transfer/appointment will promote representativeness, will receive preference.
- 3.4 Candidates must be assessed and selected in accordance with the relevant measures that apply to employment in the Public Service.

### 4 SMS pre-entry certificate

- 4.1 To access the SMS pre-entry certificate course and for further details, please click on the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. For more information regarding the course please visit the NSG website: [www.thensg.gov.za](http://www.thensg.gov.za).

### AMENDMENT

: **OFFICE OF THE CHIEF JUSTICE:** Kindly note that the post of Registrar with Ref No: 2024/18/OCJ, Centre KwaZulu-Natal Division of the High Court: Durban advertised on Public Service Vacancy Circular 09 dated 08 March 2024 with a closing date of 25 March 2024, the recommended candidate will be based in Pietermaritzburg Division of the High Court. Apologies for any inconvenience caused.

**PROVINCIAL ADMINISTRATION: GAUTENG  
DEPARTMENT OF HEALTH**

**OTHER POSTS**

- POST 10/202** : **MEDICAL SPECIALIST: PAEDIATRIC SURGERY REF NO: REFS/020184 (X2 POSTS)**  
Directorate: Clinical Service
- SALARY** : Grade 1: R1 214 805 per annum, (all-inclusive remuneration package), plus, commuted overtime  
Grade 2: R1 386 069 per annum, (all-inclusive remuneration package), plus, commuted overtime  
Grade 3: R1 605 330 per annum, (all-inclusive remuneration package), plus, commuted overtime
- CENTRE** : Dr George Mukhari Academic Hospital
- REQUIREMENTS** : MBChB & MMed degree or a relevant postgraduate qualification in Paediatric Surgery and current registration with the HPCSA as a Specialist in Paediatric Surgery. Certificate of registration with Health Professions Council of South Africa (HPCSA) as a Medical Specialist in a normal specialty. Current registration as a Medical Specialist with HPCSA. **Grade 1:** None after registration with the HPCSA as a Medical Specialist in a normal speciality. **Grade 2:** A minimum of five (5) years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in a normal speciality. **Grade 3:** A minimum of ten (10) years appropriate experience as a Medical Specialist after registration with the HPCSA as a Medical Specialist in a normal speciality. Must have a strong record of clinical governance; clinical expertise; research and experience of supervision, training and teaching at both under- and post-graduate levels Must have good interpersonal, leadership, administrative, Communication, analytical and problem-solving skills. Computer literacy (Ms Word, MS Excel and Power point) is an added advantage.
- DUTIES** : Ensure effective and efficient clinical service delivery within Paediatric Surgery department. Ensure Clinical and Co-operation and liaison with other departments within the hospital. To support, teaching and training within the Paediatric Surgery department. Conduct and supervise research within the field of Paediatric Surgery. Manage and perform required administrative and academic duties in support of and coordinated with the Head of Department.
- ENQUIRIES** : Prof Koto Tel No: (012) 5214153/4150
- APPLICATIONS** : Applications can be delivered to: Dr. George Mukhari Academic Hospital, 3111 Setlogelo Drive, Ga-Rankuwa, 0208 Nurses Home Block 13(HR Registry) or posted to: Dr. George Mukhari Academic Hospital, Private Bag X422, Pretoria 0001. Due to technical problems with GPG vacancy website that the institution is consistently faced with, applicants are encouraged to apply using any of the above methods.
- NOTE** : Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the completed CV and new updated Z83 form obtainable from any Public Service Department or on the internet at [www.gov.za/documents](http://www.gov.za/documents). Received applications using the incorrect application for employment (old Z83) will not be considered. Each application for employment must be fully completed, initialled, and signed by the applicant. Failure to complete will lead to disqualification during the selection process. Section A, B, C and D must be completed in full. Section E, F and G: Noting that there's a limited space provided applicants often indicate "refer to Curriculum Vitae (CV) or see attached", this is acceptable if the CV has been attached and provides the required information. The question that relates to conditions that prevents re-appointment under part F must be answered. Declaration must be completed and signed). Only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the day of the interview. Please ensure that the specific reference number is quoted correctly. Correspondence will be entered with shortlisted candidates only. If you have not been contacted within three (3) months after closing date of this advertisement, please accept that your application was unsuccessful. The employer reserves the right to fill this position. It is legislative requirement that all newly appointed staff members be subjected to Personnel Suitability Check (PSC) - Verification, upon appointment within the department. This verification processes entails reference checks, identity verification, qualification verification, criminal records checks. Successful candidates will be subjected to OHS medical surveillance as required by HBA regulations within OHS Act 85 of 1993.
- CLOSING DATE** : 04 April 2024
- POST 10/203** : **ASSISTANT MANAGER NURSING GENERAL (AREA) GRADE 1 NIGHT DUTY PN-A7, REF NO: ODI/08/03/2024/01**
- SALARY** : R627 474 per annum (plus benefits)
- CENTRE** : Odi District Hospital
- REQUIREMENTS** : Basic R425 qualification (i.e. Diploma/ Degree in Nursing) or equivalent qualification that allows registration with South African Nursing Council as a Professional Nurse. Current registration with SANC as a Professional Nurse. A minimum of 8 years appropriate/ recognisable experience in Nursing after registration as a Professional Nurse with SANC in General Nursing. At least 3 years of period referred above must be appropriate/ recognisable at management level. (Less than 1 year from experience for candidates appointed from outside the public service after complying with registration requirements). Diploma/Degree in Nursing Management with a duration of at least one year accredited with South African Nursing Council as a requirement. Diploma/Degree

in Nursing Education and computer literacy will be an added advantage. Experience as a night supervisor is required. Demonstrate a basic understanding of HR and financial policies and practices. Ability to direct a multi-disciplinary team and to ensure good nursing care at area/facility level. Knowledge of nursing care process and procedures, nursing statuses, and other relevant legal frameworks such as: Nursing Act, Health Act, Occupational and Health and safety Act. To act on behalf of the NSM (day/night) and all other managers especially on night and after hours. Must have knowledge of Ideal Hospital Realisation Framework. Demonstrate a basic understanding of the legislative framework governing the public service.

**DUTIES** : Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how these impacts on service delivery. Ensure that the clinical nursing practice by the nursing team (area/facility) is rendered in accordance with the scope of practice and nursing standards as determined by the relevant health facility. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by the relevant health facility. Demonstrate effective communication with supervisors, other health professionals and support services personnel and junior colleagues, including more complex report writing when required. Work effectively and amicably, at management level, with persons of diverse intellectual, cultural, racial, or religious differences. Able to manage own work and that of units reporting to post, and to ensure appropriate interventions to enhance nursing service at area/facility level. Able to be developing and maintaining a nursing service environment that promotes the rights of patients, advocating and facilitating proper treatment and care and ensuring that principles of Batho-Pele are adhered to. Initiate and participate in health promotion to ensure consistent communication of relevant, accurate comprehensive on health care. Develop/establish and maintain constructive working relationships with nursing and other stakeholders (i.e. inter-professional, inter-sectoral and multi-disciplinary teamwork). Manage, monitor and ensure proper utilization of human, financial and physical resources. Participate in the analysis, formation and implementation of nursing guidelines, practices, standards, and procedure, expected to assist on day. Participate in the nursing management team. Maintain professional growth/ethical standards and self-development.

**ENQUIRIES** : Ms. Ntsie EP Tel No: (012) 725 2312

**APPLICATIONS** : Kindly forward your application to: Odi District Hospital, Klipgat road, Mabopane, HR Section or posted to: Odi District Hospital Private Bag X509, Mabopane, 0190.

**NOTE** : Applicants must submit on a new Z83 application form obtained from any Public Service Department and are not required to submit copies of qualification and other relevant documents on application but must submit detailed curriculum vitae. The communication from HR of the department regarding the requirements for certified copies of qualifications and other relevant documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR.

**CLOSING DATE** : 05 April 2024

**POST 10/204** : **OPERATIONAL MANAGER- OPERATING THEATRE AND CSSD GRADE 1(PNB-3) REF NO: ODI/08/03/2024/02**

**SALARY** : R627 474 per annum, (plus benefits)

**CENTRE** : Odi District Hospital

**REQUIREMENTS** : Basic R425 qualification (i.e. Diploma/Degree in Nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Post basic Nursing qualification in Operating Theatre Nursing Science (R212) with a duration of at least one year accredited with the SANC. A minimum of 9 years appropriate / recognizable experience in nursing after registration as Professional Nurse with SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/ recognizable experience in the specific speciality (Operating Theatre Nursing Science + CSSD) after obtaining the 1 year post basic qualification. Current registration with SANC as a Professional Nurse. Diploma / degree in Nursing Administration / Management and Computer literacy will be an added advantage. Have knowledge of Ideal Hospital Realisation Framework. Demonstrate basic understanding HR and Financial policies and practices. Work as part of the multidisciplinary team at unit level to ensure good nursing care by the nursing team. Ability to function as part of the team and display good professional image. Must be prepared to do hospital supervision after hours, work night shifts and relieve Area manager when need arises.

**DUTIES** : Demonstrate an in depth understanding of nursing legislation and related legal and ethical nursing practices and how it impacts on service delivery. Ensure clinical nursing practice by the Nursing team (unit) in accordance with the scope of practice and Nursing standards as determined by the health facility. Promote the quality of nursing care as directed by professional scope of practice. Able to manage own work, and that of junior colleagues to ensure proper nursing service in the unit. Display a concern for patients, promoting, advocating, and facilitating proper treatment and care and ensuring that the unit adheres to the principles of Batho Pele. Effectively manage the utilisation and supervision of resources. Demonstrate effective communication with patients, supervisors, other health professionals and junior colleagues including more complex report writing. Demonstrate basic computer literacy as a support tool to enhance service delivery. Maintain professional growth / ethical standards and self-development.

**ENQUIRIES** : Ms Ntsie EP Tel No: (012) 725 2312

- APPLICATIONS** : Kindly forward your application to: Odi District Hospital, Klipgat road, Mabopane, HR Section or posted to: Odi District Hospital Private Bag X509, Mabopane, 0190.
- NOTE** : Applicants must submit on a new Z83 application form obtained from any Public Service Department and are not required to submit copies of qualification and other relevant documents on application but must submit detailed curriculum vitae. The communication from HR of the department regarding the requirements for certified copies of qualifications and other relevant documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR.
- CLOSING DATE** : 05 April 2024
- POST 10/205** : **CHIEF DIETITIAN REF NO: REFS/020206 (X1 POST)**  
Directorate: Clinical Support: Human Nutrition-Dietetic
- SALARY** : R520 785 per annum, (plus benefits)
- CENTRE** : Dr George Mukhari Academic Hospital
- REQUIREMENTS** : Appropriate qualification that allows registration with the Health Profession Council of SA (HPCSA) as a Dietitian. Registration as a Dietitian with Independence Practitioner status. A minimum of five (5) years' experience after the completion of community service. Knowledge of public and health service legislation, regulations and policies. Computer literacy, planning and organizational, HR and presentation skills.
- DUTIES** : Manage, plan, coordinate, implement and report on Dietetic service in allocated works section. Develop Standard Operation Procedure (SOPs) in line with the National and Provincial Strategies. Provide input in the development of national/provincial guidelines, protocols and policies. Contribute to the departmental planning, budgeting, monitoring and evaluation processes. Monitor the proper utilization of allocated financial, human and physical resources. Attend relevant meetings and assume relevant functions on behalf of the dietetics HOD or as a delegated. Participate in planning a delivering CPD programs within the Hospital/provincial. Supervise and manage the performance of allocated staff, through the development of the job description and employee performance agreement and development plans (PMDS). Participate in the supervision and training of the students. Implement and monitor Quality Assurance through audits, developing and implementing quality improvement plans and analysing statistics. Coordinating and ensure that the therapeutic menu complies with quality standards (including all aspects of planning, analysis, production and portioning) in conjunction with the food service manager.
- ENQUIRIES** : Ms. Mmabatho Modise Tel No: (012) 529 3699
- APPLICATIONS** : Applications can be delivered to: Dr. George Mukhari Academic Hospital, 3111 Setlogelo Drive, Ga-Rankuwa, 0208 Nurses Home Block 13 (HR Registry) or posted to: Dr. George Mukhari Academic Hospital, Private Bag X422, Pretoria 0001. Due to technical problems with GPG vacancy website that the institution is consistently faced with, applicants are encouraged to apply using any of the above methods.
- NOTE** : Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the completed CV and new updated Z83 form obtainable from any Public Service Department or on the internet at [www.gov.za/documents](http://www.gov.za/documents). Received applications using the incorrect application for employment (old Z83) will not be considered. Each application for employment must be fully completed, initialled, and signed by the applicant. Failure to complete will lead to disqualification during the selection process. Section A, B, C and D must be completed in full. Section E, F and G: Noting that there's a limited space provided applicants often indicate "refer to Curriculum Vitae (CV) or see attached", this is acceptable if the CV has been attached and provides the required information. The question that relates to conditions that prevents re-appointment under part F must be answered. Declaration must be completed and signed). Only shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents on or before the day of the interview. Please ensure that the specific reference number is quoted correctly. Correspondence will be entered with shortlisted candidates only. If you have not been contacted within three (3) months after closing date of this advertisement, please accept that your application was unsuccessful. The employer reserves the right to fill this position. It is legislative requirement that all newly appointed staff members be subjected to Personnel Suitability Check (PSC) - Verification, upon appointment within the department. This verification processes entails reference checks, identity verification, qualification verification, criminal records checks. Successful candidates will be subjected to OHS medical surveillance as required by HBA regulations within OHS Act 85 of 1993.
- CLOSING DATE** : 04 April 2024
- POST 10/206** : **PROFESSIONAL NURSE SPECIALTY / PN-B1 (OPERATING THEATRE NURSING SCIENCE)**  
**GRADE 1 REF NO: ODI/08/03/2024/03**  
(Re-advert)
- SALARY** : R431 265 per annum, (plus benefits)
- CENTRE** : Odi District Hospital
- REQUIREMENTS** : Basic R425 qualification (i.e. Diploma/ Degree in Nursing) or equivalent qualification that allows registration with SANC as a Professional Nurse. A post basic Nursing qualification with a duration of at least one year, accredited with the SANC in terms of Government Notice No R212 in

Operating Theatre Nursing Science. A minimum of 04 years appropriate/recognisable experience in Nursing after registration as Professional Nurse with the SANC in General Nursing. Less one year for candidates applying from outside Public Service. Proof of current registration with SANC. Ability to liaise with different units for Pre-operative and Post-operative patient optimization including Pre-Operative visits as indicated and Post-Operative management. Demonstrate basic understanding of nursing legislation and related legal and ethical nursing practices. Demonstrate elementary understanding of nursing legislation and related legal and ethical nursing practices. Have knowledge of Ideal Hospital Realisation Framework. Ability to perform nursing administrative duties including shift leading and relieving the Operational Manager. Must be willing to work day and night shift.

**DUTIES** : Provision of optimal, holistic, specialised, nursing care, Pre-Operative and Post-Operative nursing care, prepare Theatre, Medical Equipment, and consumables according to booked Operations. Adhere to basic principles of Infection Prevention and Control. Ensure that Nursing care provided is within the scope of Practice of nurses and the legal framework. Effective and efficient utilisation of human and material resources. Display Professionalism and adherence to nursing professional ethics. Maintain professional growth, ethical standards, and self-discipline. Participate in training and research. Provision of support to Nursing Services.

**ENQUIRIES APPLICATIONS** : Ms. Ntsie EP Tel No: (012) 725 2312  
: Kindly forward your application to: Odi District Hospital, Klipgat road, Mabopane, HR Section or posted to: Odi District Hospital, Private Bag X509, Mabopane, 0190.

**NOTE** : Applicants must submit on a new Z83 application form obtained from any Public Service Department and are not required to submit copies of qualification and other relevant documents on application but must submit detailed curriculum vitae. The communication from HR of the department regarding the requirements for certified copies of qualifications and other relevant documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR.

**CLOSING DATE** : 05 April 2024

**POST 10/207** : **RADIOGRAPHER GRADE 1 REF NO: ODI/08/03/2024/04**

**SALARY** : R359 622 – R408 201 per annum, (plus benefits)  
**CENTRE** : Odi District Hospital  
**REQUIREMENTS** : National Diploma or Degree in Diagnostic Radiography and current registration with HPCSA as an independent Diagnostic Radiographer. Must have completed community service as per requirements of the professional body. No experience required after registration with HPCSA. Computer literacy is essential. Good interpersonal skills. Knowledge of Public Service Legislation, policies and procedures. Knowledge of current DOH guidelines and policies governing the Health Sector and Radiography profession.

**DUTIES** : Diagnostic Radiography in a 24-hour department. To participate in a 24-hour roster. To produce X-ray images according to prescribed protocols, radiation control measures and medico-legal requirements. Assist in the training of Community Service Radiographers and students. Assist in the quality assurance processes. Supervise and participate in departmental quality assurance tests. Participate and facilitate in CPD programs as required by the HPCSA. Be able to work with D.R and C.R modalities. To adhere to Batho Pele principles, National Core Standards, Quality Assurance and other Public Service Policies and Acts. Perform administrative duties including compiling statistics and performing any other duties as delegated by the Supervisor.

**ENQUIRIES APPLICATIONS** : Ms. M. Mthombeni Tel No: (012) 7252429  
: HR. Kindly forward your application to: Odi District Hospital, Klipgat road, Mabopane, HR Section or posted to: Odi District Hospital, Private Bag X509, Mabopane, 0190.

**NOTE** : Applicants must submit on a new Z83 application form obtainable from any Public Service Department and are not required to submit copies of qualification and other relevant documents on application but must submit detailed curriculum vitae. The communication from HR of the department regarding the requirements for certified copies of qualifications and other relevant documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from

**CLOSING DATE** : 05 April 2024

**POST 10/208** : **PROFESSIONAL NURSE REF NO: CCRC/PN/01/2024 (X4 POSTS)**  
Directorate: Nursing

**SALARY** : R293 670 per annum, (plus benefits)  
**CENTRE** : Cullinan Care and Rehabilitation Centre  
**REQUIREMENTS** : Basic Diploma/ Degree accredited with the SANC in terms of R425 that allows registration with SANC as a professional nurse with basic psychiatric qualification.

**DUTIES** : Perform clinical nursing practice in accordance with the scope of practice and nursing standard as determined by the relevant health facility. Develop and review training documents and guidelines. Demonstrate supervisory and clinical skills, including nursing operational report writing as expected. Work as part of MDT team and accommodate diverse intellectual, cultural, racial, or religious differences. Able to plan and organize own work that of support personnel to ensure proper nursing care. Promote quality or nursing care and display a concern of patient,

promoting and advocating proper treatment and care including awareness and willingness to respond to patient's needs. Have knowledge and understanding of Mental Health Care No 17 of 2002 to enhance and maintain working inter-professional and multi-disciplinary relationship within clinical, internal, and external stakeholders.

**ENQUIRIES**

: Technical Enquiries: Ms DJ Manaka Tel No: (012) 734 7000  
HR Enquiries: Ms MB Mentoor Tel No: (012) 734 7000

**APPLICATIONS**

: Applications should be hand delivered to the following address: Cullinan Care and Rehabilitation Centre, Zonderwater Road, Cullinan, or posted to Cullinan Care and Rehabilitation Centre, Private Bag X1005, Cullinan, 1000.

**NOTE**

: Application are required to submit a fully completed New form Z83 and a detailed Curriculum Vitae. Only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following Communication with HR. If you have not been contacted within three months. After the closing date, please accept that your application was unsuccessful. The recommended candidates may be subject to medical surveillance as required by the Occupational Health and Safety Act, Act 5/1993. The Gauteng Department of Health is guided by the principles of Employment Equity; therefore, all the appointment will be made in accordance with the Employment Equity target of the department. applications for employment must be fully completed, initiated, and signed by applicant, failure to complete will lead to disqualification during the selection process. Section A, B, C, D and F must be fully completed and E and G should be ignored if the information is attached on the CV. Declaration must be signed.

**CLOSING DATE**

: 05 April 2024 @ 12 noon.

**DEPARTMENT OF HUMAN SETTLEMENTS (GDHS)**

**APPLICATIONS**

: Please apply online at <http://professionaljobcentre.gpg.gov.za>

**CLOSING DATE**

: 05 April 2024

**NOTE**

: Requirement of applications: No late applications will be considered. No faxed or emailed applications will be accepted. The Gauteng Department of Human Settlements promotes equal opportunity and aims to implement affirmative action measures to address the disadvantages in employment. Preference may be given to appointable applicants from the underrepresented designated groups in terms of the department's equity plan. Candidates whose appointment will promote representativity in terms of race, disability, youth & gender will receive preference. Whites, Indians, Coloureds and Persons with disabilities are encouraged to apply. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Applications should be submitted strictly online at <http://professionaljobcentre.gpg.gov.za> and it should be accompanied by a new Z83 and a comprehensive Curriculum Vitae (CV) only. Certified copies of qualifications, Identity and valid driver's license (where driving/travelling is an inherent requirement of the job) will be limited to shortlisted candidates only. Correspondence will only be limited to shortlisted candidates. If you have not been contacted within 3 months of the closing date of this advertisement, please accept that your application was unsuccessful. For all SMS positions, the successful completion of the Public Service Senior Management Leadership Programme as endorsed by the National School of Government and possession of the SMS Pre-Entry Certificate is required prior to appointment. For more details on the pre-entry course visit: <https://www.thensg.gov.za/trainingcourse/sms-pre-entry-programme/>. Following the interview and exercise, the selection panel will recommend candidates to attend a generic management competency assessment (in compliance with the DPSA Directive on the implementation of competency-based assessments). The competency assessment will be testing generic management and development for SMS posts. The Department reserves the right not to make appointment(s) to the advertised post(s).

**MANAGEMENT ECHELON**

**POST 10/209**

: **CHIEF DIRECTOR: INFORMAL SETTLEMENT UPGRADING AND RAPID LAND RELEASE  
REF NO: REFS/019876**

**SALARY**

: R1 371 558 per annum, (all-inclusive package)

**CENTRE**

: Johannesburg

**REQUIREMENTS**

: A Matric plus an undergraduate qualification (NQF level 7) as recognized by SAQA in Built Environment. A minimum of 5 years' experience at Middle/Senior Management Level in Infrastructure Project Management. Registration with technical councils of SA will be an added advantage. Possession of a Pre-Entry Certificate for SMS. Possession of a valid driver's license. The candidate should have knowledge of all the Public Service prescripts applicable to the role as well as the Department's mandate. Knowledge of performance management frameworks applicable in the Public Service and proven strategies in performance improvement. Competencies: Strategic capability and Leadership, People Management and empowerment, Programme and Project Management, Financial Management and Change Management. Problem solving and analysis, Client orientation and customer focus, Service Delivery Innovation, Honesty and Integrity. Personal Attributes: Good written and verbal communication. Self-motivated. Work well under pressure. Good Interpersonal skills. Supportive and knowing how to draw the best energy out of the team. Reliable and Responsible. Positive attitude.

**DUTIES**

: Provide strategic direction on the development and monitor compliance of the Upgrading Informal Settlements policies, processes, and procedures. Provide strategic guidance in administration of Provincial Rapid Land Release and Informal Settlement Upgrading programmes. Manage the establishment and maintain stakeholder Relations. Manage and monitor the implementation of the Rapid Land Release Programme. Management of the business unit.

**ENQUIRIES**

: Ms A Mogaswa Tel No: (072) 313 8052