



the dpsa

Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

PUBLIC SERVICE VACANCY CIRCULAR

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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.

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DEPARTMENT OF AGRICULTURE (DOA)

CLOSING DATE : 29 June 2026 at 16:00

NOTE : To apply, submit a completed Z83 form and detailed Curriculum Vitae (PDF document to a maximum of 10 megabytes) via e-mail or hand delivery. The Department will not be held responsible for server delays. Late applications due to technical issues will not be considered. Shortlisted candidates must provide certified copies of required documents (Identity Document, qualifications, etc) where necessary and service certificates to support senior management experience to Human Resources before the interviews, including South African Qualifications Authority (SAQA) evaluation reports for foreign qualifications. Failure to comply will result in disqualification. To be appointed at Senior Management Service (SMS) level, you must complete the SMS Pre-entry programme offered by the National School of Government (NSG). Find course details here: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/> appointment is subject to successful competition of the Nyukela Programme: Pre-entry Certificate to SMS and submission of proof. 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. NB: Please note that false or fraudulent qualifications submitted by applicants will be reported to the South African Police Services (SAPS), and a criminal case shall be opened. Applications: Please submit your application before the closing date as late applications will not be considered. Do not submit duplicate applications. If applying for multiple posts, submit separate applications for each post. Due to high volumes, the Department will not acknowledge receipt of applications. Communication will be limited to shortlisted candidates only. If you have not heard from us within 3 months, please consider your application to be unsuccessful. Should, during any stage of the recruitment process, a moratorium be placed on the filling of posts or the Department is affected by any process such as, but not limited to, restructuring or reorganisation of posts, the Department reserves the right to cancel the recruitment process and re-advertise the post at any time in the future. Important: DOA is an equal opportunity employer committed to promoting representivity and affirmative action. We encourage applications from all qualified candidates. The Department reserves the right not to fill vacancies. By applying you consent to the collection and processing of your personal information for recruitment purposes. Shortlisted candidates will be required to be available for assessments and interviews at a date and time as determined by the Department. Shortlisted candidates will undergo personnel suitability checks, security vetting and reference checks (including social media profiles). Applications must declare any pending criminal, disciplinary or any other allegations or investigations. Successful candidates must pass security clearance, sign an employment contract, sign an annual performance agreement and disclose financial interests. All applicants are required to declare any conflict or perceived conflict of interest, to disclose memberships of Boards and directorships that they may be associated with. Failure to disclose relevant information may result in disqualification or termination.

OTHER POSTS

POST 20/01 : **SCIENTIFIC PRODUCTION REF NO: 3/3/1/40/2026**
Directorate: Agricultural Inputs Control

SALARY : R791 604 per annum, (OSD), (all-inclusive package to be structured in accordance with OSD)

CENTRE : Gauteng: Pretoria

REQUIREMENTS : Applicants must be in a possession of a Grade 12 Certificate and an appropriate 4-year BSc (Honours) or equivalent in Agriculture in Soil Science majoring in soil fertility and plant nutrition. Compulsory registration with South African Council for Natural Scientific Professions (SACNASP) as a Professional Natural Scientist. Minimum of 3 years post-qualification regulatory experience. Job Related Knowledge: Expertise and experience in the interpretation of Fertilizer, Farm Feeds, Agriculture Remedies and stock

Remedies Act,1947 (Act No: 36 of 1947) together with its regulations and guidelines. Job Related Skills: Programme & project management. Scientific methodologies and models. Ability to research and develop independently. Legal compliance. Data analysis (high level analytical skills). Ms Office Software (Word, Excel and PowerPoint). Technical report writing (the ability to prepare and present complex reports). Customer service skills. Communication skills. (verbal and written). Ability to work under pressure. Extended working hours/overtime may be required. Travelling. A valid driver's license.

DUTIES

: Develop and implement methodologies, systems and procedures. identify and consolidate needs for methodologies, policies, systems and procedures by developing administrative and compliance regulations and SOPs. Identify gaps and develop appropriate interventions by developing guidelines and conducting training workshops. Monitor and evaluate programme performance and perform scientific functions that require interpretation in the absence of an established framework by writing technical reports. Provide scientific support and advice through client advisory meetings and via emails. Develop working relations with client base during liaison meetings with clients. Create public awareness of the science system through liaison with stakeholders. Provide scientific data, information and advice as requested by responding to technical enquiries. Perform scientific analysis and regulatory functions. Conduct analysis of scientific data during the evaluation of applications to register fertilizers. Gather and interpret data, evaluate results and disseminate information by publishing information packages. Formulate proposals and compile reports by writing technical submissions when required. Develop and customise scientific models and techniques by contributing to the technical aspects of regulations. Compile technical reports. Research and Development. Continuous professional development to keep up with new technologies and procedures by attending technical workshops and conferences. Research/literature studies to improve expertise by reading technical publications. Publish and present research findings; and liaise with relevant bodies /councils, industries, government departments and other stakeholders on science and regulatory related matters. Human Capital and Development. Mentor, train and develop candidate scientist and others to promote skills/knowledge transfer and adherence to sound scientific principles and code of practice. Customer Service Management. Continuous professional development. To keep up with new technologies and procedures by attending technical workshops and conferences. Research /literature studies to improve expertise by residing publications. Liaise with relevant bodies/councils, industries, government departments and other stakeholders on science and regulatory related matters.

ENQUIRIES

: Mr G. Moncho Tel No: (012) 319 7169

APPLICATIONS

: Applications can be submitted by hand delivery during office hours to 20 Steve Biko Street, Agriculture Place, Arcadia, Pretoria, 0002 or by email STrecruit40@nda.gov.za.

NOTE

: EE Targets: African Males and Females, and persons with disability.

POST 20/02

: **SCIENTIST PRODUCTION REF NO:3/3/1/41/2026 (X2 POSTS)**
Directorate: Genetic Resources (Variety Control)

SALARY

: R791 604 per annum, (OSD), (all-inclusive package to be structure in accordance the OSD rules)

CENTRE

: Western Cape: Stellenbosch

REQUIREMENTS

: Applicant must be in possession of a Grade 12 certificate and BSc (Hon) or M Tech with Botany, Agronomy, Horticulture, Genetics and / or Plant Biotechnology as a major subject. Compulsory registration with South African Council for Natural Scientific Professions (SACNSP) as a Professional Natural Scientist. Job Related Work Experience: A minimum of three (3) years' post qualification in the field of botany, plant taxonomy, plant breeding or administration of legislation related to Agriculture. Plant Breeders' Rights Act. Plant Improvement Act. UPOV Convention. Plant Morphology and Physiology. Statistics. Job Related Skills: Computer skills (MS Office). Problem skills, Communication skills. Conflict management oral and written communication skills. Planning and organization skills. Knowledge and operation of laboratory apparatus. Numeracy, mathematical and statistical skills. Problem-solving skills. Research, Plant variety evaluations, Analytical skills. Ability to work effectively and efficiently. Valid driver's license.

DUTIES

: Develop and implement relevant systems and procedures. Verifying applications and technical questionnaires submitted by applicants in terms of the Plant Breeding's Rights Act and the Plant Improvement Act. Establishment of trials in collaboration with the directorate's farm Manager, applicant or their appointed agent as applicable. Identify location of all candidates and comparative varieties/ liaise with farm manager on field identification. Engage with clients on matters related to their applications and do site visits. Perform technical scientific analysis. Collect data on candidates and standard varieties according to prescribed guidelines. Observation and evaluation of candidates to the International Union for the Protection of New Varieties of Plants (UPOV) or National Test guidelines as applicable. Variety characterisation and documentation. Data analysis on candidates and standard varieties. Compile variety descriptions and DUS reports for candidates' varieties. Confirm that candidates' varieties comply to prescribed DUS requirements in terms of the relevant legislation. Data processing. Provide technical support and advice. Collect and provide technical/scientific data, information and advice to Registrars and Plant Improvement organisations. Provide technical support and advice to applicants in relations to Technical Questionnaires submitted in terms of the Plant Breeder's Rights Act and the Plant Improvement Act. Research and development. Draft and/ or provide input to UPOV and / provide to UPOV and / or national test guidelines. Review and study scientific publications, including internet searches, relevant to received PBR/VL applications. Participate at national, regional and international for a. Liaise with relevant scientific bodies on technical /science related matters and exchange of knowledge thereof. Ensure management of reference collections. Ensure proper management of filling system and crop and seed registers. Conduct or participate in research pertaining to variety characters or ring tests as applicable.

ENQUIRIES

: Mr SJ Ndlazi Tel No: (012) 319 6086

APPLICATIONS

: Applications can be submitted by hand delivery during office hours to 20 Steve Biko Street, Agriculture Place, Arcadia, Pretoria, 0002 or by email STrecruit41@nda.gov.za.

NOTE

: EE Target: African, Indian, White Males and African, Indian Females and Persons with disability.

DEPARTMENT OF COMMUNICATIONS AND DIGITAL TECHNOLOGIES

The Department is an equal opportunity organisation and intends to promote equity through the filling of these posts. Candidates whose appointment/promotion/transfer will promote the achievement of employment equity within the Department will receive preference, in particular, the persons with disabilities and youth.



- APPLICATIONS** : Please forward your application, quoting the relevant reference number, to the link quoted in the specific advertisement below. This link requires applicants to use a Google account. Applications must be submitted with two (2) attachments: 1. A Z83 Form (2021 version), obtainable from the DPSA website (Z83 editable) and 2. A recently updated comprehensive Curriculum Vitae. If either of these two attachments are not submitted, the applicant's application will be disqualified. Each post advert must be accompanied by its own application form for employment and must be fully completed, initialed and signed by the applicant.
- CLOSING DATE** : 29 June 2026
- NOTE** : Applications received after the closing date will not be considered. Only shortlisted candidates will be required to submit certified copies of qualifications obtained and other related documents on or before the day of the interview, following communication from Human Resources and will be subjected to verification by the South African Qualifications Authority. Candidates in possession of a foreign qualification must also provide an evaluation certificate issued by the South African Qualifications Authority (SAQA), at own expense. Failure to submit the requested documents will result in the application not being considered further. Due to the anticipated large volume of responses, correspondence will be limited to shortlisted candidates only. All shortlisted candidates 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 will be an integrity (ethical conduct) assessment. After the pre-entry assessments, an oral interview will be conducted. Suitable candidates will be subjected to personnel suitability checks (criminal record, citizenship, credit record checks, qualification verification and employment verification). By responding to the advertisement, applicants consent to the collection, processing and storing of their Personal Information in accordance with the Protection of Personal Information Act (POPIA) Act No. 4 of 2013. Candidates will therefore be required to give consent in terms of the POPI Act in order for the Department to conduct the verifications. Information will be used for the purpose of recruitment only and more specifically for the purpose of the position/vacancy you have applied for and will not be shared with third parties without prior consent, unless required by law. All applicants must declare any conflict or perceived conflict of interest and must disclose membership on Boards and directorships associated with. If you have not been contacted within six (6) months of the closing date, please accept that your application was unsuccessful. The CVs submitted will be destroyed as legislated in the National Archives Act. In the event that your application is unsuccessful, the Department will retain your personal information only for audit purposes as required by policies. All the information requested now or during the process is required for recruitment purposes. Failure to provide the requested information will result in your application not being considered further. The Department reserves the right not to make an appointment to the advertised post(s). The successful candidate must disclose particulars of all registrable financial interests and sign an employment contract within one month from the date of assumption of duty. A Performance Agreement must be concluded and signed within three months from the date of assumption of duty. Note for applicants of SMS posts: 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://thensg.gov.za/training-course/sms-pre-entry-programme/>, prior to the finalization of the appointment, is a requirement for all SMS positions. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment, using the mandated DPSA SMS competency assessment tools.

MANAGEMENT ECHELON

- POST 20/03** : **CHIEF DIRECTOR: CYBERSECURITY AND INTERNET GOVERNANCE**
REF NO: CDCSIG
Nature of Appointment: Permanent
The purpose of the post is to oversee the operation and provision of cybersecurity and internet governance services in line with the mandate and strategic requirements of the department.
- SALARY** : R1 554 696 per annum (Level 14), (the all-inclusive remuneration package consists of a basic salary, the State's contribution to the Government Pension Fund, a medical fund and a flexible portion in terms of applicable rules).
- CENTRE REQUIREMENTS** : Pretoria, Hatfield
: An appropriate NQF level 7 qualification in Information Security / Computer Science / Telecommunication or relevant equivalent qualification as recognised by the South African Qualifications Authority. A minimum of five (5) years' experience in a Cybersecurity Frameworks / ICT Risk Management / Regulatory Compliance environment at a senior managerial level. Skills / Competencies and Knowledge: At an advanced level in - Strategic Capability and Leadership, Government Administrative Processes, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Problem Solving and Analysis Customer Focus, Stakeholder Engagement and Relationship Management. Technical Competencies: Cybersecurity Strategy, ICT Policy Development, Internet Governance Expertise, Network Security Architecture, ICT Incident Response Management, ICT Crisis Management, ICT Risk Management, ICT Threat Intelligence, Regulatory Compliance.
- DUTIES** : The successful candidate will be overseeing the creation and enforcement of internet governance policies, ensuring they support the secure, resilient, and effective management of South Africa's internet infrastructure. Oversee the development and implementation of a comprehensive national cybersecurity strategy that addresses emerging threats and aligns with global standards. Ensuring the protection and security of national network infrastructures, with a focus on safeguarding critical information systems and data. Oversee the establishment and management of the national incident response framework, coordinating efforts to detect, respond to, and mitigate the impact of cyber threats and attacks. Establish and maintain strong relationships with public and private sector partners, international organisations, and civil society to enhance national and regional cybersecurity collaboration. Ensuring that cybersecurity and internet governance initiatives are in compliance with both national and international legal and regulatory requirements. Oversee initiatives to enhance cybersecurity skills and awareness across government institutions, private industry, and the broader public through training programs and awareness campaigns. Regularly assessing and refining cybersecurity strategies, policies, and incident response plans to ensure their effectiveness and continued relevance to emerging threats. Oversee Performance of state owned entities. Contributing to key result areas such as strategic functional leadership, manage financial resources, driving change and operational excellence and manage compliance.
- ENQUIRIES** : Ms N Sekele Tel No: (012) 427 8599, Ms N Khosa Tel No: (012) 427 8260, Mr M Cilo at 068 227 5029
- APPLICATIONS** : application link: [CLICK HERE](#)
- POST 20/04** : **DIRECTOR: INTERNAL COMMUNICATIONS REF NO: DIRIC**
Nature of Appointment: Permanent
The purpose of the post is to manage and drive the provision of internal communication and language services.
- SALARY** : R1 317 384 per annum (Level 13), (the all-inclusive remuneration package consists of a basic salary, the State's contribution to the Government Pension Fund, a medical fund and a flexible portion in terms of applicable rules).
- CENTRE REQUIREMENTS** : Pretoria, Hatfield
: An appropriate NQF level 7 qualification in Communications / Advertising / Marketing / Public Relations / Media Relation / Graphic Design or relevant equivalent qualification as recognised by the South African Qualifications Authority. A minimum of five (5) years' experience in Communications / Media

<u>DUTIES</u>	:	environment at middle / senior managerial level. Skills / Competencies and Knowledge: At an advanced level - Strategic Capability and Leadership, Government Administrative Processes, People Management and Empowerment, Programme and Project Management, Financial Management, Change Management, Stakeholder Engagement and Relationship Management, Problem Solving and Analytic Skills. Technical Competencies: Graphic Design, Speech Writing, Advertising, Content Curation, Campaigning, Digital Information Platforms Management, Website Design, Editing.
	:	The successful candidate will manage and drive the development, review, and implementation of strategic frameworks, policies, and an integrated internal communication strategy aligned with the Department's strategic objectives. Manage and drive continuous improvement of internal communication platforms such as the intranet, newsletters, internal bulletins, emails, and digital collaboration tools to facilitate timely information sharing. Manage and design operational frameworks, innovative tools, channels, systems and platforms to enable internal communication workflow, employee participation and engagement and reporting thereof. Develop and manage employee engagement and internal and events management programmes and plans to foster an effective communication environment. Coordinate the planning and dissemination of internal campaigns, announcements, and key organisational messages to ensure consistency, clarity, and impact across the Department. Manage and drive editorial and language management services in terms of the Language Act and provide creative design services. Provide communication support to the Executive Authority and senior management by preparing internal messages, speeches, talking points, and announcements to enhance leadership visibility and transparency. Ensure that all internal communication content is accurate, consistent, aligned with departmental messaging, and compliant with government communication standards and protocols. Monitor and evaluate the effectiveness of internal communication initiatives through feedback mechanisms, surveys, and analytics, and implement improvements where necessary. Contributing to key result areas such as strategic functional leadership, manage human resources, manage financial resources, driving change and operational excellence and manage compliance.
<u>ENQUIRIES</u>	:	Ms N Sekele Tel No: (012) 427 8599, Ms N Khosa Tel No: (012) 427 8260, Mr M Cilo at 068 227 5029
<u>APPLICATIONS</u>	:	application link: CLICK HERE
<u>POST 20/05</u>	:	<u>DIRECTOR: DIGITAL ECONOMY STRATEGIC FORECASTING REF NO: DIRDEF</u> Nature of Appointment: Permanent The purpose of the post is to manage and drive digital economy strategic forecasting and ICT policy indicators services in line with the mandate and strategic requirements of the department.
<u>SALARY</u>	:	R1 317 384 per annum (Level 13), (the all-inclusive remuneration package consists of a basic salary, the State's contribution to the Government Pension Fund, a medical fund and a flexible portion in terms of applicable rules).
<u>CENTRE REQUIREMENTS</u>	:	Pretoria, Hatfield An appropriate NQF level 7 qualification in Economics / Econometrics / Public Administration / Developmental Studies / Business Administration / Statistics or relevant equivalent qualification as recognised by the South African Qualifications Authority. A minimum of five (5) years' experience in ICT Policy Development environment at middle / senior managerial level. Skills / Competencies and Knowledge: At an advanced level in Strategy and Planning, People Management and Empowerment, Programme and Project Management, Change Management, Financial Management, Project Management. Technical Competencies: Quantitative Modelling, Econometrics, Predictive Analytics, Technological Foresight, Measurement of Digitalisation, Socio-Economic Impact Analysis, Digital Policy Development.
<u>DUTIES</u>	:	The successful candidate will manage and drive the development, review, and implementation of strategic frameworks and policies to advance the digital economy modelling and forecasting, ensuring alignment with national priorities, government policies, and global digital transformation trends. Conduct foresight and predictive analysis on emerging technologies, digital markets, and global digital economy trends to inform policy formulation and long-term planning. Manage and drive research initiatives and analytical studies that generate evidence to support digital economy policy development, regulatory

frameworks, and strategic decision-making. Monitor and analyse developments in emerging technologies such as artificial intelligence, blockchain, data economy, and digital platforms to assess their impact on economic growth and policy direction. Develop tools to measuring ICT access and use by household and individuals. Facilitate collaboration with government departments, industry stakeholders, research institutions, and international partners to strengthen digital economy initiatives and knowledge sharing. Manage and coordinate strategic programmes and projects related to digital economy forecasting, ensuring effective implementation, monitoring, and evaluation of initiatives. Develop and manage knowledge products, reports, and policy briefs on digital economy developments, and provide regular strategic reports to executive management and relevant governance structures. Provide strategic advice on the alignment of digital economy policies with national development plans, regional frameworks, and international digital governance standards. Contributing to key result areas such as project management, manage financial resources, driving change and operational excellence and manage compliance. Develop high-level presentations related to the duties at international, regional and national spheres on behalf of the department.

ENQUIRIES : Ms N Sekele Tel No: (012) 427 8599, Ms N Khosa Tel No: (012) 427 8260, Mr M Cilo at 068 227 5029

APPLICATIONS : application link: [CLICK HERE](#)

OTHER POSTS

POST 20/06 : **ENTITY OVERSIGHT INTEGRATED REPORTING ANALYST REF NO: EOIRA**
 Nature of Appointment: Permanent
 The purpose of the post is to provide entity oversight integrated reporting services.

SALARY : R932 292 per annum (Level 11), (the all-inclusive remuneration package consists of a basic salary, the State's contribution to the Government Pension Fund, a medical fund and a flexible portion in terms of applicable rules).

CENTRE : Pretoria, Hatfield

REQUIREMENTS : An appropriate NQF level 7 qualification in Internal Auditing / Law / Accounting / Financial Accounting / Management Accounting or relevant equivalent qualification as recognised by the South African Qualifications Authority. A minimum of five (5) years' experience of which three (3) years should be at an Assistant Director level / middle managerial or equivalent working experience in Corporate Governance and Oversight environment. Skills / Competencies and Knowledge: Core competencies: Job Knowledge, Quality of Work, Initiatives, Planning and Executions, Communication, Teamwork, Reliability, Analytical and Problem-Solving Skills, Service Delivery Innovation. Technical Competencies: Data Management, Data Analytics, Stakeholder Management and Engagement, Basic Commercial and Company Law, Corporate Governance, Entity Oversight Compliance Frameworks, Entity Compliance Reporting, Monitoring and Evaluation, Basic Financial Accounting, Basic Management Accounting.

DUTIES : The successful candidate will Proactive engagements and interventions, comparison of reports, identifying trends emerging across the entities. Develop and maintain entity oversight reporting framework and processes to ensure a common and integrated reporting approach. Design and monitor adherence to the entity oversight reporting schedule/programme and ensure compliance by entity performance oversight functional units. Collaborate with Finance, Monitoring and Evaluation and entity performance oversight functional units to ensure that all reporting requirements and targets are met. Analyse entity oversight reports submitted to Finance and Monitoring and Evaluation units and prepare and submit quarterly and annual integrated entity oversight reports to the Minister and the Accounting Officer. Present the consolidated reports at CEO/Chairpersons' Forum and follow-up on parliamentary questions relating to entity oversight reporting with the branches, resolutions and actions based on the feedback from the AO and the Minister. Consolidate the feedback and share with the Branches the feedback for the response letters to the entities. Support the Accounting Officer in facilitating non-compliance consequence management. Support the functional units in various internal and external structures to identify entity oversight requirements, commonalities, leading

practices and areas for improvement. Empower, guide and advise officials on entity oversight reporting. Contributing to key result areas such as project management, managing financial resources, driving change and operational excellence and managing compliance.

ENQUIRIES : Ms N Sekele Tel No: (012) 427 8599, Ms N Khosa Tel No: (012) 427 8260, Mr M Cilo at 068 227 5029

APPLICATIONS : application link: [CLICK HERE](#)

POST 20/07 : **SENIOR EMPLOYEE AND HEALTH AND WELLNESS MANAGEMENT OFFICER REF NO: SEHWMO**

Nature of Appointment: Permanent

The purpose of the post is to coordinate and provide employee health and wellness services, including the provision of counselling services to employees.

SALARY : R413 001 per annum (Level 08), plus benefits

CENTRE : Pretoria, Hatfield

REQUIREMENTS : An appropriate NQF level 6 / 7 qualification in Social Work / Psychology or a relevant equivalent qualification as recognised by the South African Qualifications Authority. A minimum of three (3) years' experience in delivering Health and Wellness Services. Registration with relevant professional bodies such as the Health Professions Council of South Africa / South African Council for Social Service Professions (SACSSP). Skills / Competencies and Knowledge: Good Computer Skills (MS Package i.e. word, excel, powerpoint, internet and email), Listening, Planning and Organization, Good Verbal and Written Communication, Records Management, Interpersonal Relations, Flexibility. Technical Competencies: Employee Assistance, Health and Wellness Strategic Framework, Counselling, Public Service, Behavioural Management, Crisis and Trauma Management, Report Writing.

DUTIES : The successful candidate will evaluate and implement interventions for employees that aim to improve mental health and well-being, build on existing strengths, and increase levels of resilience. Support processes and facilitate the implementation of an effective and efficient Employee Health and Wellness (EHW), HIV/AIDS, STI and TB Management Programmes. Assist in planning, coordinating and facilitating the implementation of EHW framework as per the Public Service Strategic Framework. Identify, report and provide information on Employee Health and Wellness (EHW), HIV/AIDS, STI and TB Management Programmes. Liaise with relevant organisations, professional service providers and relevant stakeholders on issues relating to Employee Health and Wellness, HIV/AIDS, STI and TB Management. Promote and keep accurate records of individual engagement, evidence of change and recognise progress of employees enrolled with the service provider. Render psycho-social interventions, including providing one-on-one counselling, coaching and support services for employees dealing with work-related issues. Ensure compliance with statutory requirements in line with the DPSA EHW and due dates. Conduct needs assessments and surveys to gauge organizational health and recommend interventions. Contributing to key result areas such as driving change and operational excellence and ensuring compliance with the relevant public service prescripts.

ENQUIRIES : Ms N Sekele Tel No: (012) 427 8599, Ms N Khosa Tel No: (012) 427 8260, Mr M Cilo at 068 227 5029

APPLICATIONS : application link: [CLICK HERE](#)

DEPARTMENT OF COOPERATIVE GOVERNANCE

The vision of the Department of Cooperative Governance is one of having a well co-ordinated system of Government consisting of National, Provincial and Local spheres working together to achieve sustainable development and service delivery. The Department intends to invest in human capital, increase integrated technical capacity directed at service delivery and promote representivity in the Department through the filling of this post. Women and persons with disabilities are encouraged to apply.

<u>CLOSING DATE</u>	:	29 June 2026
<u>NOTE</u>	:	Applicants are advised that a new application for employment (Z83) has been in effect since 1 January 2021. The new application for employment form can be downloaded at http://www.dpsa.gov.za/dpsa2g/vacancies.asp . Applications submitted using the old Z83 form will not be accepted. Applications must be accompanied by a comprehensive CV, with specific starting and ending dates in all relevant positions and clarity on the levels and ranks pertaining to experience, as well as current remuneration package, as well as at least 2 contactable references. A recommended CV template is available on the department's website on www.cogta.gov.za , click on the jobs tab. Only shortlisted candidates will be requested to submit certified documents/ copies on or before the interviews. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Incomplete applications or applications received after the closing date will not be considered. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. Following the interview and technical exercise(s), the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA directive on the implementation of competency-based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. Core competencies: Strategic capacity and leadership. People management and empowerment. Advanced programme and project management. Change management. Financial management. Process Competencies: Knowledge management. Service Delivery Innovation. Advanced problem-solving and analysis. Client orientation and customer focus. Advanced communication skills (written and verbal). The successful candidate will be appointed to positive results of a pre-employment screening process which includes criminal, credit, citizenship checks and verification of educational qualification certificates. The successful candidate will be appointed to probation for a period of 12 months and will be required to sign a performance agreement. It is important to note that it is the applicant's responsibility to ensure that all information and attachments in support of the application are submitted by the due date. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of the advertisement, please accept that your application has been unsuccessful. The Department reserves the right to make an appointment. The requirements for appointment at Senior Management Service level include the successful completion of Senior Management Pre-entry Programme as endorsed by the National School of Government, which can be accessed using the following link: https://www.thensg.gov.za/training-course/sms-pre-entry-programme/ . Candidates must provide proof of successful completion of the course prior to appointment. Persons with disabilities are encouraged to apply.

MANAGEMENT ECHELON

<u>POST 20/08</u>	:	<u>DIRECTOR: DEMARCATION AND STRUCTURES IMPLEMENTATION REF NO: DDSI</u>
<u>SALARY</u>	:	R1 317 384 per annum (Level 13), (an all-inclusive remuneration package). The package includes a basic salary (70% of package) and a flexible portion that may be structured in terms of the applicable guidelines.
<u>CENTRE</u>	:	Pretoria

REQUIREMENTS : An undergraduate qualification in Law or equivalent qualification (NQF 7 as recognised by SAQA). At least 5 years' relevant experience at middle / senior management level in the relevant field. Proficiency in MS Word. The Nyukela Senior Management Pre-Entry Programme is to be completed before appointment to the post. A valid driver's license. Intensive travelling. Additional Requirements (Advantage) MS PowerPoint and MS Project. Core Competencies: Strategic capacity and leadership. People management and empowerment. Programme and project management. Financial management. Change management. Knowledge management. Service delivery innovation. Problem solving and analysis. Client orientation and customer focus. Communication (verbal and written). Technical Competencies: Extensive knowledge in: Local government legislation (system and structures). Public Service local government transformation. Monitoring and evaluation techniques. Policy formulation. Cooperative Governance.

DUTIES : The successful candidate will perform the following duties: Develop policy interventions to improve the implementation of the Local Government Municipal Demarcation Act, 1998, and the Local Government Municipal Structures Act, 1998. Provide strategic support to the processes of local government elections and other related matters, including the provision of technical support and advice on the determination and redetermination of municipal boundaries and matters relating to the alternation of provincial boundaries. Support municipalities in relation to promoting sound financial governance, ensure positive audit outcomes and strengthen council oversight responsibilities over the executive and administration that promote good governance in municipalities, including ensuring proper functioning of MPAC's, EXCO / MAYCO, Section 79/79A and Section 80 Committees of Councils established in accordance with the Municipal Structures Act, 1998. Ensure adherence and implementation of the Code of Conduct for Councilors and lead the development of policy and legislation in relation to Sections 100 and 139 of the Constitution. Support the management / administration of the Municipal Systems Improvement Grant (MSIG) and administer gratuity payments to non-returning Councilors.

ENQUIRIES : Adv M Dunckle-Kock Tel No: (012) 395 4614
APPLICATIONS : Applications must be submitted electronically via email to ddsi@ntirho.co.za
For application enquiries contact: Ms Vanessa Cox Tel No: (010) 593 1998

OTHER POSTS

POST 20/09 : **DEPUTY DIRECTOR: DEMARCATION AND STRUCTURES IMPLEMENTATION REF NO: DD-DSI-01**

SALARY : R932 292 per annum (Level 11)
CENTRE : Pretoria
REQUIREMENTS : 3-Year National Diploma or Bachelor's Degree in Public Administration / Development Studies or equivalent qualification at NQF 6/7 as recognised by SAQA. 3-5 years' experience in a related field. Proficient in MS Excel and MS Word. A valid driver's license and travelling. Additional Requirements (Advantage): MS PowerPoint. Generic Competencies: Planning and organizing. Coordination. Problem solving and decision making. Project management. People management and empowerment. Client orientation and customer focus. Team leadership. Diversity management. Communication (verbal and written). Technical Competencies: In-depth knowledge of: Local Government: Municipal Structures Act. Local Government: Municipal Systems Act. Local Government: Municipal Demarcation Act. Local Government: Municipal Electoral Act. Constitution. Monitoring and support techniques. Interpretation and analysis techniques.

DUTIES : The successful candidate will perform the following duties: Manage and provide technical support and expert advice on the processes on the determination and redetermination of municipal boundaries. Manage the processes of local government elections and other electoral-related matters, including making proposals around the administration of national and provincial elections. Manage and provide technical support towards the development of policy interventions to improve the Local Government: Municipal Demarcation Act, 1998 and Local Government: Municipal Structures Act, 1998 and related Regulations. Manage the development of the formulae for the determination of the number of councilors in terms of Section 20 of the Local Government: Municipal Structures Act, 1998. Manage the processes relating to the alternation

of provincial boundaries, including developing national legislation to deal with transition matters.

ENQUIRIES : Adv M Dunckle-Kock Tel No: (012) 395 4614
APPLICATIONS : Applications must be submitted electronically via email to: dcog15@tttreruitment.co.za
For application enquiries contact: To the T Recruitment at 067 391 7387

POST 20/10 : **ASSISTANT DIRECTOR: DEMARCATION AND STRUCTURES IMPLEMENTATION REF NO: ASD-DSI-02**

SALARY : R487 197 per annum (Level 09)
CENTRE : Pretoria
REQUIREMENTS : 3 year National Diploma or Bachelor's Degree in Public Administration / Development Studies or equivalent qualification at NQF level 6/7 as recognised by SAQA. 3-5 years' experience in a related field. A driver's license and travelling. Proficiency in MS Excel and MS Word. Generic Competencies: Planning and organising. Coordination. Problem solving and decision making. Project management. People management and empowerment. Client orientation and customer focus. Team leadership. Diversity management. Communication (verbal and written). Technical Competencies: In-depth knowledge of: Municipal Structures Act. Municipal Systems Act. Municipal Finance Management Act. Constitution. Monitoring and support techniques. Interpretation and analysis techniques.

DUTIES : The successful candidate will perform the following duties: Coordinate and monitor the functionality of Municipal Public Accounts Committees (MPACs). Develop and implement the municipal governance assessment tool. Facilitate the training initiatives and workshops to municipal councils on performance of their oversight roles and responsibilities (executive and administration) to promote good governance. Assist municipalities in the development of Municipal By-Laws, Council Standing Rules and Orders and other governance related matters. Draft and compile the memorandums, responses to enquiries, referrals and Parliamentary Questions pertinent to the implementation of provisions of the Local Government Municipal Structures Act.

ENQUIRIES : Adv M Dunckle-Kock Tel No: (012) 395 4614
APPLICATIONS : Applications must be submitted electronically via email to: dcog16@tttreruitment.co.za
For application enquiries contact: To the T Recruitment at 067 391 7387

POST 20/11 : **SENIOR ADMINISTRATIVE OFFICER: DISASTER PREPAREDNESS, RESPONSE AND RECOVERY COORDINATION REF NO: SAO2**

SALARY : R413 001 per annum (Level 08)
CENTRE : Pretoria
REQUIREMENTS : 3-Year National Diploma or Bachelor's Degree in Disaster Management / Development Studies / Environmental / Social Sciences or equivalent qualification at NQF 6/7 as recognised by SAQA. 2-3 years' experience in a related field. Proficient in MS Excel and MS Word. A valid driver's license and travelling. Generic Competencies: Quality of work. Reliability. Initiative. Communication. Interpersonal relations. Teamwork. Planning and execution.

DUTIES : The successful candidate will perform the following duties: Assist in the development and implementation of guidelines and templates on disaster damage assessments, classification and declaration process. Assist in the development and implementation of mechanisms for funding disaster management, guidelines and frameworks. Assist in the development of national seasonal contingency plans. Assist in the coordination of Intergovernmental Structures for preparedness, response and recovery work. Provide secretariat functions to Disaster Response Coordination structures and engagements.

ENQUIRIES : Ms M Pitso Tel No: (012) 848 4606
APPLICATIONS : Applications must be submitted electronically via email to: response1@multilead.co.za
For application enquiries contact: Mr. S Ndlovu Tel No: (011) 763 1103

POST 20/12 : **STATE ACCOUNTANT: FINANCIAL ACCOUNTING SERVICES REF NO: ST1**

SALARY : R338 106 per annum (Level 07)

- CENTRE** : Pretoria
- REQUIREMENTS** : 3 Year National Diploma or Bachelor's Degree in Accounting or Financial Management or equivalent qualification at NQF level 6/7 as recognised by SAQA. 2-3 years relevant experience in the finance field. Proficiency in Micro-Software Office packages (MS Word, MS PowerPoint, MS Teams, MS Excel and Outlook etc.) BAS and LOGIS. Generic Competencies: Quality of work. Reliability. Initiative. Communication. Interpersonal relations. Teamwork. Planning and execution. Technical Competencies: LOGIS. Public Finance Management Act, 1999 (Act No. 1 of 1999) and the Treasury Regulations. General ledger reconciliation and analysis. Basic Accounting System (BAS). Creditor payments. Microsoft Excel.
- DUTIES** : The successful candidate will perform the following duties: Final authorisation of payments and journals on BAS and LOGIS. Clearing suspense accounts. Administer revenue, receipt and petty cash. Administer travel agency account and creditors reconciliation.
- ENQUIRIES** : Ms T Ndou Tel No: (012) 065 3354
- APPLICATIONS** : Applications must be submitted electronically via email to: response2@multilead.co.za
For application enquiries contact: Mr. S Ndlovu Tel No: (011) 763 1103

DEPARTMENT OF DEFENCE



- APPLICATIONS** : Department of Defence, Directorate Legal Services Division, Private Bag X161, Pretoria, 0001 or may be hand delivered at Armscor Building, Corner Nossob and Boeing Street, Erasmuskloof, Pretoria or email to Mafemo.Majutla@dod.mil.za
- CLOSING DATE** : 29 June 2026 at 16h00 (Applications received after the closing date and faxed copies will not be considered).
- NOTE** : It is the Department's intention to promote equity (race, gender and disability) through the filling of this posts with candidates whose transfer/promotion/appointment will promote representivity in line with the numeric targets as contained in our Employment Equity plan. Applications must be submitted on the prescribed form Z83 (obtainable from any Public Service Department office i.e effective 01 January 2021 or on the DPSA web site link: <https://www.dpsa.gov.za/newsroom/psvc/>. Should an application be received using incorrect application employment form Z83, it will be disqualified, which must be originally signed and dated by the applicant, and which must be accompanied by a detailed CV only (with full particulars of the applicants' training, qualifications, competencies, knowledge & experience). Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview which should not be older than six months. Failure to comply with the above instructions will result in applications being disqualified. Applicants applying for more than one post must submit a separate form Z83 (as well as the documentation mentioned above) in respect of each post being applied for. If an applicant wishes to withdraw an application, it must be done in writing. Should an application be received where an applicant applies for more than one post on the same applications form, the application will only be considered for the first post indicated on the application and not for any of the other posts. Under no circumstances will photostat copies or faxed copies of application documents be accepted. The successful candidates will be subjected to Personnel Suitability Checks (criminal record, citizenship & financial/asset record checks and qualification and employment verification). Successful candidates will also be subjected to security clearance processes. The level of appointments is dependent upon, qualifications, relevant experience and research output. 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. Additional to this, SMS shortlisted candidates will be required to attend a generic managerial competency assessment (competency-based assessments) and other assessment prescribed for SMS as mandated by the Department of Public Service and Administration Senior Management Service competency assessment tools. The competency assessment will be limited to successful candidates in the interview process only. Shortlisted candidates will be subjected to a personnel suitability check (pre-employment screening) which may include social media profiles checks. A successful candidate will have to undergo a full security vetting while in the employ of the department and negative outcome shall nullify employment contract. Failure to submit the required documents will result in your application not being considered. Successful candidates will be required to disclose their financial interests within one (1) month of appointment. Applicants who do not receive confirmation or feedback within 3 (three) months after the closing date, please consider your application unsuccessful. Due to the large volume of responses anticipated, receipt of applications will not be acknowledged, and correspondence will be limited to short-listed candidates only. For more information on the job description(s) please contact the person indicated in the post details. Successful candidates will be appointed on probation for the period of twelve (12) months in terms of the prescribed rules.

OTHER POSTS

- POST 20/13** : **ADMINISTRATION CLERK REF NO: DLSD/19/20/26/01 (X2 POSTS)**
- SALARY** : R237 453 – R279 708 per annum (Level 05)
CENTRE : Armscor Building, Erasmuskloof, Pretoria
REQUIREMENTS : Grade 12 (NQF Level 4) or equivalent. No experience required. Special requirements (Skills needed): Proficiency in Microsoft, Office suits, Excel. Good communication (Verbal and Written), Co-ordination, Planning and Organisational skills. Flexibility, Team work Interpersonal relationship skills, Problem solving, Maintain discipline.
- DUTIES** : Render clerical services to the Military Legal Services, perform a variety of routine directive intensive clerical duties. Handle less complicated routine correspondence, processing documents (letters notice, memorandum and submission etc, in relation to the Division functional activities. Answer telephone, make telephone calls on behalf of the Officer in charge and canilise telephone calls. Take notes and type documents of the Officer in charge. Submit the inland, expenditure and accommodation claims. Keep the Officer in charge diary and remind any meeting. Receive visitors and arrange refreshments. File documents. Perform a variety miscellaneous task for the Officer in charge such as compile and type letters of thanks and to accept, address or decline invitations. Perform elementary calculations and maintain and issue statistics. Receive and transmit message with a fax machine.
- ENQUIRIES** : Col E.O. Mothupi Tel No: (012) 355 5383, Lt Col A. Everitt Tel No: (012) 355 5334
- POST 20/14** : **SECRETARY REF NO: DLSD/19/20/26/02 (X2 POSTS)**
- SALARY** : R237 453 – R279 708 per annum (Level 05)
CENTRE : Armscor Building, Erasmuskloof, Pretoria
REQUIREMENTS : Grade 12 (NQF Level 4) or equivalent. No experience required. Special requirements (Skills needed): Proficiency in Microsoft, Office suits, Excel. Professional attitude and appearance. Solid written and verbal communication skills. Excellent organisational skills. Good etiquette, sound organisational skills, High level of reliability, ability to act with tact and discretion.
- DUTIES** : Provide a secretarial/receptionist support service to the Director. Receive telephonic calls and refers the call to the correct role players if not meant for the relevant Director. Record appointments and events on a diary. Type documents for the Director and other staff within the unit. Operate office equipment e.g. Fax machine, scanner and photocopier. Record appointments and events. Provide secretarial support services to the Director, liaise with travel agencies to make travel arrangements. Check the arrangements when relevant documents are received. Arrange meetings and events for Director and staff in the unit. Identifies venues, invite roles players, organise refreshments, sets up for scheduled meeting and events. Process the travel and subsistence claims for the Director. Process all invoices that emanates from the activities of the work of the Director. Record basic minutes of the meetings of the Director where required. Draft routine correspondence and reports. Do filing of documents for the Director and the unit where necessary. Administer matters like leave registers, telephonic accounts and attendance register. Receive, record and distribute all incoming and outgoing documents etc. Handle the procurement of standard items like office refreshment for the Director. Collect all relevant documents to enable the Director to prepare for meetings. Remain up to date with regards to prescripts / policies and procedures applicable to her / his work environment to ensure efficient and effective support to the Director. Study relevant Public Service and the departmental prescripts / policies and other documents to ensure that the application thereof is understood properly. Remain abreast with the procedures and processes that apply in the office of the Director. Prepare briefing and notes for the Director as required. Keep manual filing system for the Director. Maintain an electronic document management database.
- ENQUIRIES** : Col E.O. Mothupi Tel No: (012) 355 5383, Lt Col A. Everitt Tel No: (012) 355 5334

DEPARTMENT OF EMPLOYMENT AND LABOUR

It is the Department's intention to promote equity (race, gender and disability) through the filling of this post with a candidate whose transfer / promotion / appointment will promote representivity in line with the numeric targets as contained in our Employment Equity plan.

<u>CLOSING DATE</u>	:	29 June 2026 at 16:00 (walk-in) and 23:59 (online)
<u>NOTE</u>	:	All attachments for online application must include an application form Z83 and CV only combined, in PDF and as one attachment. Zipped, IMG and JPEG documents will not be accepted. indicate the correct job title and the reference number of the post on the subject line of your email. Use the correct email address associated with the post. Failure to do so, your application will be disqualified. Applications quoting the relevant reference number must be submitted on the new form Z83, obtainable from any Public Service Department or on the internet at www.gov.za/documents . Received applications using the incorrect application for employment (old Z83) will not be considered. Each post(s) advert must be accompanied by its own application form for employment and must be fully completed, initialled and signed by the applicant as instructed below. Failure to fully complete, initial and sign the Z83 form will lead to disqualification of the application during the selection process. All fields of Section A, B, C and D of the Z83 must be completed in full. Section E, F, G (Due to the limited space on the Z83 it is acceptable for applicants to indicate refer to CV or see attached. However, the question related to conditions that prevent re-appointment under Part "F" must be answered and declaration signed. Only an updated comprehensive CV (with detailed previous experience if any) and a completed and signed new Z83 application form is required. 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 the communication from Human Resources and such qualification(s) and other related document(s) will be in line with the requirements of the advert. Non-RSA Citizens/Permanent Resident Permit holders in possession of foreign qualifications must be accompanied by an evaluation report issued by the South African Qualification Authority (SAQA) (only when shortlisted). The Department does not accept applications via fax. Applicants who do not comply with the abovementioned instructions/ requirements, as well as applications received late will not be considered. Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within eight (8) weeks after the closing date of this advertisement, please accept that your application was 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. Suitable candidates will be subjected to a personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification). Please note by responding to the advertisement, you consent to the collection, processing, and storing of your Personal Information in accordance with the Protection of Personal Information Act(POPIA) Your information will be used solely for the purpose of this promotion and will not be shared with third parties without prior consent unless required by law. The Department reserves the right not to make any appointment(s) to the below advertised post(s). The successful candidate will be expected to sign a performance agreement. The Department is an equal opportunity affirmative action employer. The Employment Equity Plan of the Department shall inform the employment decision. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s)

OTHER POSTS

<u>POST 20/15</u>	:	<u>DEPUTY DIRECTOR: WORK-SEEKER REGISTRATION REF NO: HR4/4/6/4</u>
<u>SALARY</u>	:	R1 101 468 per annum, (all-inclusive)
<u>CENTRE</u>	:	Provincial Office: KwaZulu-Natal
<u>REQUIREMENTS</u>	:	A Qualification at NQF 6 as recognised by South African Qualification Authority (SAQA) in Social Sciences (Psychology)/ Bachelor of Arts (Psychology)/ Public

Administration/ Public Management/ Business Administration/ Business Management. Five (5) years' experience of which two (2) years at the assistant Director level and three (3) years functional experience in Public Employment Services (PES) Programmes. Knowledge: ILO Convention. Financial Management. Human Resource Management. Recruitment and Selection. Immigration Act, Employment Service Act. Compensation for occupational Injuries and Diseases Act. PFMA. Public Service Act. Skills: Planning and Organizing. Communication. Computer. Analytical. Presentation. People Management. Interpersonal. Leadership. Networking. Report Writing. Information management.

DUTIES : Manage the provision of work seeker registration within the province. Manage the provision of employer service within the Province. Manage implementation of work schemes for the purpose of enabling youth and other vulnerable work seekers to enter employment, remain in employment or be self-employed. Provide operational and technical support to labour centre for the effective delivery of Public Employment Services. Manage the implementation of Policies, Standard Operating Procedures, Annual performance plan and work plans.

ENQUIRIES APPLICATIONS : Ms Z Maseko Tel No: (031) 366 2246
Deputy Director: Human Resource Management, Provincial Office, Durban, 4001 Or hand deliver at 267 Anton Lembede Street, Durban. For Online Application: Jobs-KZN8@labour.gov.za

NOTE : EE targets- Priority will be given to African female, Indians, Whites and Coloured Females.

POST 20/16 : **DEPUTY DIRECTOR: COLLECTIVE BARGAINING REF NO: HR4/4/05/26 HO**

SALARY CENTRE REQUIREMENTS : R1 101 468 per annum, (all- inclusive)
: Head Office, Pretoria
: Three (3) year National Diploma (NQF 6)/Undergraduate bachelor's degree (NQF 7) in the Social Science/ Labour Relations/ Human Resource Management/ Bachelor of Law (LLB)/ Public Administration/ Public Management. Five (5) years' experience of which two (2) years at middle management/ Assistant Director Level and three (3) years functional experience in Labour Relations/ Human Resources Management/ Law. A valid driver's licence. Knowledge: Public service transformation and management issues, White Paper on transformation of Public Service, Public Service Act, Ability to convert policy into action, Public Service Regulations and relevant prescripts, Departmental Policies and procedures, Accounting systems and internal Control, Batho Pele principles. Skills: Project Management, Administration and Financial Management, Interpersonal relations, Problem-solving skills, Verbal and written communication, Ability to build high-performance teams, Analytical, Conflict management skills, Innovative, Computer Literacy, Communication skills, Project management, Management Skills.

DUTIES : Manage and regulate the registration of labour organisations. Monitor compliance of labour organisations in terms of legislation. Develop the extension of collective agreements. Strengthen the capacity of labour market institutions. Manage resources of the Sub-Directorate such as HR, assets, etc.

ENQUIRIES APPLICATIONS : Mr S Rathai Tel No: (012) 309 4634
: The Chief Director: Human Resources Management, Private Bag X117, Pretoria, 0001 or hand deliver at 215 Francis Baard Street. Email: Jobs-HQ18@labour.gov.za

NOTE : EE targets-Priority will be given to African Males, Coloureds, Indians, People living with disabilities and Whites.

POST 20/17 : **ASSISTANT DIRECTOR: COLLECTIVE BARGAINING REF NO HR4/4/06/26HO (X4 POSTS)**
(X1 Post) is a re-advertisement, to an advert referenced HR4/26/02/01HO, applicants who previously applied must re-apply)

SALARY CENTRE REQUIREMENTS : R605 742 per annum
: Head Office, Pretoria
: Three (3) year National Diploma (NQF 6)/Undergraduate Bachelor Degree (NQF 7) in the Social Science/ Labour Relations/ Human Resource Management/ Bachelor of Law (LLB)/ Public Administration/ Public

Management. Four (4) years' experience of which two (2) years at Supervisory Level and two (2) years functional experience in Labour Relations/ Human Resources Management/ Law. A valid driver's licence. Knowledge: Public service transformation and management issues, White Paper on transformation of Public Service, Public Service Act, Ability to convert policy into action, Public Service Regulations and relevant prescripts, Departmental Policies and procedures, accounting systems and internal Control, Batho Pele principles. Skills: Project Management, Administration and Financial Management, Interpersonal skills, Problem-solving skills, Verbal and written communication, Ability to build high-performance teams, Analytical Skills, Conflict Analytical, Innovative, Computer Literacy, Communication, Management Skills.

DUTIES : Develop and monitor the registration of labour organization. Obtain information to monitor compliance of labour organisations in terms of legislation. Develop and monitor the extension of collective agreements. Strengthen the capacity of labour market institutions. Manage resources of the Sub-Directorate such as HR, assets, etc.

ENQUIRIES APPLICATIONS : Ms MM Ngwetjana Tel No: (012) 309 4112
: The Chief Director: Human Resources Management, Private Bag X117, Pretoria, 0001 or hand deliver at 215 Francis Baard Street. Email: Jobs-HQ12@labour.gov.za

NOTE : EE targets-Priority will be given to African Males, Coloureds, Indians, People living with disabilities and Whites.

POST 20/18 : **CHIEF PERSONNEL OFFICER -POLICY REF NO: HR4/26/06/03 HO**

SALARY CENTRE REQUIREMENTS : R413 001 per annum
: Head Office, Pretoria
: A qualification at NQF level 6 as recognised by the South African Qualification Authority (SAQA) in Human Management/Public Management/Public Administration / Business Management. Introduction to PERSAL and Excel will be an added advantage. Two (2) years functional experience in Human Resource Management (Employment Equity, Human Resource Policies, PERSAL establishment) environment. Knowledge: Public Service Regulations and relevant prescript, Batho Pele Principles, Employment Equity Act and related legislation, HR policies and procedures, Data analysis and reporting techniques, Meeting and event coordination practices, Policy development process. Skills: Communication (both verbal and writing), Financial Management, Decision making, Interpersonal, Interpretation of policies, Policy research and development, Computer literacy, Facilitation, Minute-taking and report writing, Document editing and policy drafting.

DUTIES : Coordinate the implementation of the Employment Equity Plan. Consolidate data collection, reporting, and EE Profiling. Provide support in policy development and consultation processes.

ENQUIRIES APPLICATIONS : Ms S Nene Tel No: (012) 309 4563
: The Chief Director: Human Resources Management, Private Bag X117, Pretoria, 0001 or hand deliver at 215 Francis Baard Street. Email: Jobs-HQ2@labour.gov.za

NOTE : EE target priority will be given to African Males, Coloured Male, Indian Female, people living with disabilities and Whites.

POST 20/19 : **SENIOR COLLECTIVE BARGAINING OFFICER REF NO: HR4/26/06/04HO**

SALARY CENTRE REQUIREMENTS : R413 001 per annum
: Head Office, Pretoria
: A qualification at NQF level 6 in Labour Relations/ Human Resources Management/ Law/Social Science/Public Management/Office Administration and Technology. Two (2) years functional experience performing Labour Relations/ Collective Bargaining services. Knowledge: Trade Unions, employers' organisation and particularly bargaining councils work, Departmental policies and procedures, Public Services Regulation and Financial Management, Labour Relations, Batho Pele Principles. Skills: Computer, Leadership, Project Management, Verbal and written communication, Conflict Management, Interpersonal Relations, Problem solving, Analytical, Client orientation, Customer focus.

DUTIES : Analyse and process recommend of the registration of labour organisation applications. Ensure compliance of labour organisation with legal

		requirements. Analyse and process the extension of collective agreements to non-parties.
<u>ENQUIRIES</u>	:	Ms T Mahlangu Tel No: (012) 309 4112
<u>APPLICATIONS</u>	:	The Chief Director: Human Resources Management, Private Bag X117, Pretoria, 0001 or hand deliver at 215 Francis Baard Street. Email: Jobs-HQ7@labour.gov.za
<u>NOTE</u>	:	EE target priority will be given to African Male, Coloureds, Indians, people living with disabilities and Whites.
<u>POST 20/20</u>	:	<u>OHS INSPECTOR REF NO: HR4/4/1/80</u>
<u>SALARY</u>	:	R413 001 per annum
<u>CENTRE</u>	:	Makhanda Labour Centre
<u>REQUIREMENTS</u>	:	Senior Certificate plus a 3-year recognized qualification (NQF6/7 SAQA recognized) in Occupational Hygiene / Environmental Health / Analytical Chemistry / Chemical Engineering / Electrical/Mechanical Engineering/. A valid driver license. Registration with the relevant, recognized professional body is an advantage but not compulsory. Knowledge: Departmental policies and procedures, Occupational Health and Safety Act, as amended, Regulations (21), South African National Standards (Codes)- incorporated Codes become regulations, Compensation for Occupational injuries and Diseases Act, Unemployed Insurance Act. Skills: Planning and organizing, Communication skills, Computer Literacy, Facilitation skills, Interpersonal skills, Conflict handling skills, Negotiation skills, Problem solving skills, Interviewing skills, Presentation skills, Innovation skills, Analytical skills, Verbal and written communication skills.
<u>DUTIES</u>	:	To plan and independently conduct inspections with the aim of ensuring compliance with the Occupational Health and Safety Act, Act 85 of 1993, Regulations and incorporated Standards. To confirm registration of with the Unemployment Insurance Act and the Compensation for Occupational Injuries and Diseases Act. Plan, investigate and finalise independently incidents and complaints reported pertaining to the OHS Act and the relevant regulations and enforce as and when necessary, appear in Court as a State witness. Plan and conduct allocated proactive inspections as per schedule to monitor compliance with the relevant labour legislation including compiling and consolidating reports emanating from such inspections. Plan and conduct advocacy campaigns on all labour legislation independently, analyse impact thereof, consolidate and compile report. Contribute at a higher level to planning, drafting and maintenance of regional inspection plans and reports including, execution of analysis and compilation of consolidated statistical reports on regional and allocated cases.
<u>ENQUIRIES</u>	:	Ms Z Ntlokwa Tel No: (046) 622 2104
<u>APPLICATIONS</u>	:	Deputy Director: Labour Centre Operations, PO Box X 342 Makhanda, 6140, Hand deliver at 20 High Street Makhanda, 6140. Email: Jobs-ECGTN@labour.gov.za
<u>NOTE</u>	:	EE Targets- Priority will be given to African Males, Whites, Indians, Coloureds and People with Disability.
<u>POST 20/21</u>	:	<u>SENIOR CLAIMS ASSESSOR: COMPENSATION FUND REF NO: HR4/4/1/81</u>
<u>SALARY</u>	:	R413 001 per annum
<u>CENTRE</u>	:	Mthatha Labour Centre
<u>REQUIREMENTS</u>	:	Senior Certificate plus a 3-year recognized qualification (NQF6 SAQA recognized) in Public Management / Business Management / Operations Management / Management / Human Resources Management / Nursing / Law / LLB / BCom / Finance / Administration. A valid driver license. 2 years' experience in Compensation or Medical Claims Processing Environment. Knowledge: Claims Handlin, Brand and Customer Oriented Service Delivery, Public Services Act and Regulations, COID Tariffs, Public Services Charter, Approved COID Delegations, Promotion of Access to Information Act, Road Accident Fund, Occupational Health and Safety Act (OHS), Constitution of the Republic of South Africa No. 108 of 1996, Relevant regulations, laws and legislation. Skills: Accountability, Analytical Thinking, Attention to detail, Brand and Customer Oriented Services Delivery, Business and Finance Acumen, Communications, Emotional Intelligence, Ethics and Governance, Team orientation.

<u>DUTIES</u>	:	Adjudicate registered and fatal claims per delegation's requirements. Verify and refer complex claims to medical services for further adjudication. Authorise compensation benefits as per delegations. Handle complex inquiries and advocacy sessions. Supervision of staff.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms S Zaula Tel No: (047) 501 5600 Deputy Director: Labour Centre Operations Manpower Building CNR Elliot and Madeira Streets Umthatha. Email Jobs-ECUTT@labour.gov.za
<u>NOTE</u>	:	EE Targets- Priority will be given to African Males, Whites, Indians, Coloureds and People with Disability.
<u>POST 20/22</u>	:	<u>CLIENT SERVICE OFFICER IES REF NO: HR4/4/1/120</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R280 278 per annum Labour Centre: Lusikisiki Grade 12 and no experience needed Knowledge: All relevant Labour Legislations and Regulations, Related ILO conventions, Public Service Regulations, Public Service Act, Knowledge of the Departmental Policies, Procedures and Guidelines, Batho Pele Principles Skills: Interpersonal, Telephone etiquette, Interviewing, Computer literacy, Communication, Ability to interpret legislation, Problem solving.
<u>DUTIES</u>	:	Render services at helpdesk as the first point of entry within the Registration Services. Resolve all complaints on IES labour legislations received from Clients within the scope and dictates of the IES SOP. Render general administrative duties and participate in advocacy sessions as and when required.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr Ndiphe Mtwla Tel No: (039) 253 1996 Deputy Director Labour Centre Operations, Private Bag X1002 Lusikisiki, 4820, Hand deliver at Stanford and Jacaranda Street, Lusikisiki, 4820. E-mail: Jobs-ECLSS@labour.gov.za
<u>NOTE</u>	:	Priority will be given to African Male, White Males, White Females, Coloured Males, Coloured Females, Indian Males, Indian Females and People with Disabilities.
<u>POST 20/23</u>	:	<u>CLIENT SERVICE OFFICER: PUBLIC EMPLOYMENT SERVICES (X2 POSTS)</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R280 278 per annum Labour Centre: Makhanda Ref No: HR/4/4/1/71 (X1 Post) Labour Centre: Nqanqarhu Labour Centre Ref No: HR/4/4/1/72 (X1 Post) Grade 12/ National Senior Certificate. No experience required. Valid driver's licence will be an added advantage. Knowledge: Departmental policies, procedures and guidelines, Labour Legislation and Regulations, Employment Services Act, Public Service Act and Regulations, Batho Pele principles. Skills: Interpersonal, Telephone etiquette, Interviewing, Computer Literacy, Communication (verbal and written), Listening, Problem solving, Ability to interpret legislation.
<u>DUTIES</u>	:	Render registration services of work-seekers on ESSA. Render registration services of work and learning opportunities on ESSA. Refer work seekers for Employment Counselling services. Provide administrative support with the placement of work seekers in work and learning opportunities. Render general administrative duties and participate in advocacy sessions as and when required.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms. Z Ntlokwana Tel No: (046) 622 2104 (Makhanda) Ms. N Mvanyashe Tel No: (045) 932 1424 (Nqanqarhu) Deputy Director: Labour Centre Operations , PO Box X342, Makhanda, 6140, Hand deliver at 20 High Street Makhanda, 6140. Email: Jobs-ECGTN@labour.gov.za Deputy Director: Labour Centre Operations , PO Box 397 Nqanqarhu, 5780, Hand deliver at 1 Royal Road Nqanqarhu, 5480. Email: Jobs-ECMCR@labour.gov.za
<u>NOTE</u>	:	EE Targets- Priority will be given to African Males, White Males, White Females, Indian female, Indian Male, Coloured Male, Coloured Female and People with Disability.
<u>POST 20/24</u>	:	<u>CLIENT SERVICES OFFICER: COMPENSATION FUND (X2 POSTS)</u>
<u>SALARY</u>	:	R280 278 per annum

<u>CENTRE</u>	:	Labour Centre: Mthatha Ref No: HR4/4/1/73 (X1 Post) Labour Centre: Gqeberha Ref No: HR4/4/1/74 (X1 Post)
<u>REQUIREMENTS</u>	:	Matriculation/ Grade 12/ Senior Certificate. Knowledge: Public Service Act. Public Service Regulations. Compensation Fund business strategies and goals. Compensation Fund value chain. Directorate goals and performance requirements. PFMA and Treasury Regulations. Customer Services (Batho Pele Principles). Skills: Computer Literacy, Business writing skills, Listening skills, Telephone etiquette and Basic Interpersonal skills.
<u>DUTIES</u>	:	Receive and verify documents for registration. Register claims on the Operational System. Assist employer services at the kiosk, online system and service centre. Handle all services related queries complaints.
<u>ENQUIRIES</u>	:	Ms. S Zaula Tel No: (047) 501 5600 (Mthatha) Mr S Mshumpela Tel No: (041) 506 5116 (Gqeberha)
<u>APPLICATIONS</u>	:	Deputy Director: Labour Centre Operations , Manpower Building, CNR Elliot and Madeira Streets Mthatha. Email Jobs-ECUTT@labour.gov.za Deputy Director: Labour Centre Operations , Private Bag X6045, Gqeberha, 6000, Hand deliver at VSN Centre 116 – 134 Govan Mbeki Avenue Gqeberha,6000. Email: Jobs-ECPLZ@labour.gov.za
<u>NOTE</u>	:	EE Targets- Priority will be given to African Males, White Males, White Females, Indian female, Indian Male, Coloured Male, Coloured Female and People with Disability.
<u>POST 20/25</u>	:	<u>CLIENT SERVICE OFFICER: UNEMPLOYMENT INSURANCE FUND REF NO: HR/4/4/1/75</u>
<u>SALARY</u>	:	R280 278 per annum
<u>CENTRE</u>	:	Labour Centre Makhanda
<u>REQUIREMENTS</u>	:	Grade 12/ Senior Certificate. No experience required. Knowledge: Unemployment Insurance Act and Regulations, Unemployment Insurance Contributions Act, Public Financial Management Act (PFMA), Protection of Personal Information Act (POPIA), Department of Labour and UIF Policies and Procedures, Treasury Regulations, UIF's Vision, Mission and Values, Departmental Policies, Procedures and Guidelines, Batho Pele Principles. Skills: Interpersonal, Telephone etiquette, Interviewing, Computer Literacy, Communication (verbal and written), Listening, Interpretation (ability to interpret UI Act and Contribution Act), Conflict Management, Time Management, Customer Relations, Analytical and On job training (operational systems).
<u>DUTIES</u>	:	Provide screening services. Process applications for UIF Benefits. Register payment continuation forms. Provide administrative functions.
<u>ENQUIRIES</u>	:	Ms N Ntlokwana Tel No: (046) 622 2104
<u>APPLICATIONS</u>	:	Deputy Director: Labour Centre Operations, PO Box X 342, Makhanda, 6140, Hand deliver at 20 High Street Makhanda, 6140. Email: Jobs-ECGTN@labour.gov.za
<u>NOTE</u>	:	EE Targets- Priority will be given to African Males, White Males, White Females, Indian female, Indian Male, Coloured Male, Coloured Female and People with Disability.
<u>POST 20/26</u>	:	<u>ADMINISTRATION CLERK: MANAGEMENT SUPPORT SERVICES (X2 POSTS)</u>
<u>SALARY</u>	:	R237 453 per annum
<u>CENTRE</u>	:	Labour Centre: Makhanda Ref No: HR/4/4/1/76 (X1 Post) Labour Centre: Nqanqarhu Ref No: HR/4/4/1/77 (X1 Post)
<u>REQUIREMENTS</u>	:	Grade 12/ Senior Certificate. No experience required. Knowledge: Batho Pele Principles, Departmental policies and procedures, Treasury Regulations. Skills: Verbal and written communication, Interpersonal relations, Problem solving, Communication, Conflict Management, Coordination, Computer literacy.
<u>DUTIES</u>	:	To render Supply Chain Management function in a Labour Centre daily. Provide a Finance and Office Management service to Labour Centre. Render Human Resource Management. Responsible for training and performance activities in a Labour Centre. Responsible for records administration in a Labour Centre.
<u>ENQUIRIES</u>	:	Ms. N Mvanyashe Tel No: (045) 9321424 (Nqanqarhu) Ms. Z Ntlokwana Tel No: (046) 622 2104 (Makhanda)

APPLICATIONS

: **Deputy Director: Labour Centre Operations**, PO Box X 342 Makhanda, 6140, Hand deliver at 20 High Street Makhanda, 6140. Email: Jobs-ECGTN@labour.gov.za

Deputy Director: Labour Centre Operations, PO Box 397 Nqanqarhu, 5780, Hand deliver at 1 Royal Road Nqanqarhu 5480. Email: Jobs-ECMCR@labour.gov.za

NOTE

: EE Targets- Priority will be given to Whites, Indians, Coloureds, African Males and People with Disability.

GOVERNMENT TECHNICAL ADVISORY CENTRE (GTAC)

- APPLICATIONS** : 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/>
- CLOSING DATE** : 29 June 2026 at 12 pm
- NOTE** : 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 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. Shortlisted candidates will be subjected to security vetting to confirm employment, personnel suitability checks and undergo an SMS competency assessment prior to the interview. They 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. 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>. Applications: Only online applications will be accepted. Applications not accompanied by a comprehensive CV and a fully completed Z83 form will not be considered. 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.

MANAGEMENT ECHELON

- POST 20/27** : **DIRECTOR: CAPITAL PROJECTS APPRAISAL REF NO: G08/2026**
Term: Permanent
The purpose of this job is to lead a team of analysts to evaluate the pipeline of infrastructure projects prior to investment decisions being taken, analyse and advise on the implications of committing fiscal support to large infrastructure projects, and undertake infrastructure research and analysis.
- SALARY CENTRE REQUIREMENTS** : R1 317 384 - R1 551 807 per annum (Level 13), (all – inclusive package)
: Pretoria
: Bachelor's Degree/ Advanced Diploma/ BTech degree (NQF 7) as recognised by SAQA in Development Finance or Economics. Postgraduate degree (NQF level 8) qualification will be advantageous. A minimum of 7 years' experience in capital project and/or economic analyses. Must have sound understanding of analysis of capital projects and implications of investing. Must have superior research, analysis and report writing skills, with the ability to interpret economic policy outcomes as well as experience with performance and/or project management. 5 years of experience at a middle/senior managerial level. Competencies Required: Change Leadership: The ability to deliver the message of change in both words and actions and motivate people to change. It energises and alerts groups to the need for specific changes in the way things are done. It involves taking responsibility to champion the change effort through building and maintaining support and commitment. Concern for Quality and Order: Desire to see things done logically, clearly and well. It takes various

forms: monitoring and checking work and information, insisting on the clarity of roles and duties, setting up and maintaining an information system. Effective Communication: Ability to transmit and receive information clearly and communicate effectively to others by considering their points of view in order to respond appropriately. This may involve listening, interpreting, formulating and delivering verbal, non-verbal, written, and/or electronic messages. It includes the ability to convey ideas and information in a way that brings understanding to the target audience. Integrity/ Honesty: Contributes to maintaining the integrity of the organisation; displays high standards of ethical conduct and understands the impact of violating these standards on an organisation, self, and others; is trustworthy. Organisational Awareness: The ability to understand and learn the power of relationships in one's own organisation or in other organisations. This includes the ability to identify the real decision makers, the individuals who can influence them, and to predict how new events or situations will affect individuals and groups within the Department. Problem Solving and Analysis: Understanding a situation, issue, problem, etc., by breaking it into smaller pieces, or tracing the implications of a situation in a step-by-step way. It includes organising the parts of a problem, situation, etc., in a systematic way; making systematic comparisons of different features or aspects; setting priorities on a rational basis; and identifying time sequences, causal relationships, or if-then relationships. Create timely and well-developed solutions by examining alternatives, risks and consequences. Resilience: Ability to cap one's emotions to avoid negative reactions when provoked, when faced with opposition or hostility, or when working under stress. It also includes the ability to maintain stamina under continuing stress. Resources Planning: Organises work, sets priorities and determines resource requirements; determines short- or long-term goals and strategies to achieve them; coordinates with other organisations or parts of the organisation to accomplish goals; monitors progress and evaluates outcomes. Results Orientation: Concern for holding yourself and others accountable for achieving results or for surpassing a standard of excellence. It includes the process of setting measurable objectives, implementing change and then checking back to determine the effect of your efforts. The standard may be one's own past performance (striving for improvement); an objective measure (results orientation); outperforming others (competitiveness); challenging goals one has set, or even what anyone has ever done (innovation). General Management: Process of planning, directing, organising and controlling people and resources within a unit or a subunit in order to achieve organisational goals. Capital Projects Analysis Principles: Basic knowledge and understanding of capital project analysis including cost-benefit, financial and economic analysis. Economics and/or Finance: Science that studies the allocation of resources to satisfy unlimited wants for capital. Policy Development and Management: Knowledge of Treasury-related legislation, the legislative process and public affairs as it pertains to NT. Includes the ability to monitor legislation that is of interest to Treasury. Utilises a wide variety of resources and tools to develop, maintain, monitor, enforce and provide oversight of policies and regulations. Project Management: Knowledge of the principles, methods, or tools for developing, scheduling, coordinating, and managing projects and resources, including monitoring and inspecting costs, work, and contractor performance. Computer Literacy: Knowledge and ability to use computers and technology efficiently. Refers to the comfort level someone has with using computer programs and other applications associated with computers (MSOffice, Internet, email). Holding People Accountable: Acts to ensure others perform in accordance with clear expectations and goals. Team Participation: Works co-operatively with others, working together as opposed to working separately or competitively.

DUTIES

: Appraisal analysis and advise: Lead the production of infrastructure appraisal review reports advising on the feasibility, viability and sustainability of investments. Develop quantitative models to assess the expected impacts of specific infrastructure projects on the fiscus, welfare, economy and the environment. Advise on project configuration, costing, funding and financing, procurement and implementation readiness. Conduct post investment monitoring, evaluation and analysis. Develop a database of various microeconomic and macroeconomic indicators to assist in the estimation and/or benchmarking of costs, benefits, and other impacts of capital projects, proposed and ex post. Appraisal tools and methodologies: Develop appraisal tools and methodologies for assessment of infrastructure project impacts.

Collaborate with the National Treasury to develop appraisal guidelines in line with best practice. Contribute to the design and participate in the rollout of capacity building initiatives and knowledge sharing platforms. Analysis and research: Initiate research and analysis of factors that will impact on investment in capital projects. Analysis on how to prioritise the most desirable projects and optimise the roll-out of national infrastructure to help maximise the economic benefits to society. Input into policy discussions and advice on future policy developments and their impact on infrastructure. Provide progress reports on developments related to national infrastructure delivery and its impact on debottlenecking the economy. Conduct research on specific technologies that affect how infrastructure is developed. Conduct research on sector developments, trends and topical issues related to infrastructure. Project Management: Oversee team of analysts undertaking capital project analysis; provide guidance on technical work and ensure analysis is delivered on time and according to accepted appraisal methodologies. Liaise with internal and external stakeholders and government departments, on projects with regard to appraisal progress, queries and findings. Manage project plan, project resources and project analysis outcomes/ objectives. Represent the unit on project steering committees and provide inputs on transfer of appraisal and projects.

ENQUIRIES

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

DEPARTMENT OF HEALTH

It is the Department's intension to promote equity (race, gender and disability) through the filing of this post with a candidate whose transfer /promotion / appointment will promote representivity in line with the numeric targets as contained in our Employment Equity plan.

- APPLICATIONS** : The Director-General, National Department of Health, Private Bag X399, Pretoria. 0001. Hand delivered application may be submitted at Reception (Brown Application Box), Dr AB Xuma Building, 1112 Voortrekker Rd, Pretoria Townlands 351-JR or should be forwarded to vacancies@Health.gov.za quoting the reference number on the subject e-mail.
- FOR ATTENTION** : Ms M Shitiba
- CLOSING DATE** : 29 June 2026
- NOTE** : All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. Following the interview and technical exercise for SMS posts, 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 batteries. Applications should be submitted on the new Z83 form obtainable from any Public Service department and should be accompanied by a CV only (previous experience must be comprehensively detailed). The Z83 must be fully completed (in line with DPSA Practice note), failure to comply will automatically disqualify the applicant. Applicants are not required to submit copies of qualification and other relevant documents on application. Certified copies of qualifications and other relevant documents will be requested prior to the final selection phase. Applications should be on one PDF format (If emailed). Applications received after the closing date and those that do not comply with the requirements will not be considered. It is the applicant's responsibility to have foreign qualifications and national certificates (where applicable) evaluated by the South African Qualification Authority (SAQA). Please note by responding to the advertisement, you consent to the collection, processing, and storing of your Personal Information in accordance with the Protection of Personal Information Act (POPIA). Your information will be used solely for the purpose of this promotion and will not be shared with third parties without prior consent unless required by law. The Department reserves the right not to fill the posts. The successful candidate will be subjected to personnel suitability checks and other vetting procedures. Applicants are respectfully informed that correspondence will be limited to short-listed candidates only. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. The Department will not be liable where applicants use incorrect/no reference number(s) on their applications. Media: PSVC and NDOH Website.

MANAGEMENT ECHELON

- POST 20/28** : **DIRECTOR: NUTRITION REF NO: NDOH 43/2026**
Chief Directorate: Health Promotion, Nutrition and Oral Health
- SALARY** : R1 317 384 per annum, an all-inclusive remuneration package of [basic salary consist of 70% of total package, the State's contribution to the Government Employees Pension Fund (13% of basic salary) and a flexible portion]. The flexible portion of the package can be structured according to the Senior Management Service guidelines.
- CENTRE** : Pretoria
- REQUIREMENTS** : A Grade 12 and Bachelor's Degree/An NQF 7 qualification in Dietetics or Nutrition. A postgraduate qualification in Nutrition/Dietetics, as well as registration with the HPCSA as a Nutritionist or Dietician, will be considered an advantage. At least five (5) years of experience at middle/senior managerial level in nutrition and/or public health field. Experience in policy development process, planning, monitoring and evaluation. Knowledge of National Health Act, Foodstuffs, Cosmetics and Disinfectants Act, Health Professions Act,

PFMA, Treasury Regulations, Human resources and Procurement policies. Knowledge of the science of nutrition, social, economic, environmental and commercial determinants of health and its impact on nutrition and health outcomes; current evidence-based nutrition strategies for improving nutrition outcomes; relevant national regulations and policies within the department of health that impact on nutrition outcomes. Knowledge of relevant national policies, regulations, strategies and programmes outside the department of health related to food and nutrition. Good communication (verbal and written), strategic capability and leadership, people management and empowerment, programme and project management, financial management, change management, knowledge management, service delivery innovation, problem solving and analysis, client orientation and customer focus skills. A valid driver's license. SMS pre-entry Certificate is required for appointment finalisation.

DUTIES

: Manage the development and review of food and nutrition-related regulations, policies, strategies and guidelines. Conduct literature search to get latest evidence and organise and analyse available data. Overall planning, organising and co-ordination of implementation, monitoring and evaluation of food and nutrition interventions and programmes. Provide leadership, direction, guidance, technical support and appropriate tools and material to provinces on the implementation of the nutrition interventions and programmes. Collaborate with internal and external stakeholders on food and nutrition related actions. Engage development partners to support implementation of priority nutrition interventions. Coordinate implementation of programmes initiated and supported by development partners to reduce duplication. Manage the monitoring and evaluation of the implementation of nutrition- related regulations, policies, strategies and guidelines to ensure effective programme delivery. Develop monitoring and evaluation framework and tools. Manage human, financial and asset resources efficiently in compliance with the PFMA, treasury regulations and departmental prescripts. Manage and supervise human resources within the directorate, including performance management and development, leave management and staff wellness.

ENQUIRIES

: Ms PR Ntsie at 082 491 8243

DEPARTMENT OF HOME AFFAIRS

The Department of Home Affairs (DHA) seeks to appoint professional, passionate and skilled individuals to form part of a leadership team driving the transformation of Home Affairs into a digital-first, world-class organisation. Candidates committed to service excellence, digital transformation, innovation, integrity and the Department's shared values, and whose credentials meet the requirements of these posts, are invited to apply before the closing date. The DHA is a merit-based and equal opportunity employer. In line with its commitment to promoting opportunities, in the filling of these posts, women and persons with disabilities are encouraged to apply.

**CLOSING DATE**

: 13 July 2026

NOTE

: applications Must be submitted on or before the closing date; accompanied by a fully completed and signed Application for Employment Form (New Z83, effective from 1 January 2021, obtainable at www.dpsa.gov.za), citing the correct post number and job title; a comprehensive CV (citing the start and end date (dd/mm/yy), job title, detailed duties performed and exit reason for each employment period to be considered, as well as the details of at least two contactable employment references (as recent as possible)); as well as relevant educational qualifications / RPL certificates / Academic Transcripts of completed qualifications, regardless of online, email or manual submission. Applicants who possess (a) foreign qualification(s), are furthermore required to submit the evaluated results of such qualifications as received from the South African Qualifications Authority (SAQA). Pre-Screening: During pre-screening, candidates may be directed to submit additional supporting documentation such as a copy of their ID document, a valid driver's license (if specified as a job requirement), acting letters, amongst others. Selection: Shortlisted candidates - will be subject to various assessments, such as an interview(s) and technical test(s) (which assess the candidate's professional and technical competency against the job requirements and duties, general job fit, integrity and digital literacy); potentially considered suitable after the interview(s) and test(s), will be subjected to further mandatory assessments (which, amongst others, assesses the candidate's proficiency in the core, professional and behavioural competencies attached to the level of the post within the Senior Management Service), employment suitability checks (credit, criminal, citizenship, qualifications, social media background, conducting business with State; and employment references including verification of relevant employment tenures, pending disciplinary action and exit reasons); will be required to submit a Declaration of Business Interests and successfully complete the online Nyukela Pre-entry Certificate to Senior Management Services course, which can be accessed via: <http://www.thensg.gov.za/training-course/sms-pre-entry-programme/>.

Candidates wishing to be considered for appointment, are encouraged to enrol for this course immediately. 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. Appointment: Once appointed, the completion of an employment contract, performance agreement, financial disclosure; and the undergoing of a compulsory induction programme, serving a prescribed probation period, and undergoing security vetting will be required. Unless otherwise indicated, correspondence between the Department and candidates generally will be limited to shortlisted candidates. The DHA complies with the Protection of Personal Information Act, 2013 (Act No. 4 of 2013). Personal information submitted will be processed solely for recruitment purposes, retained where required for audit, and safeguarded against unauthorised disclosure, except where legally required. Submission of an application constitutes consent to such processing.

ERRATUM: Kindly note that the post of Local Office Manager, North West: Large Office: Klerksdorp with Ref No: HRMC 30/26/1b, that was advertised in Public Service Vacancy Circular 19 dated 05 June 2026, is amended to Local Office Manager, North West: Large Office: Mmabatho. To this effect, the closing date for this post has been extended to 03 July 2026. We apologise for the inconvenience caused.

MANAGEMENT ECHELON

- POST 20/29** : **DEPUTY DIRECTOR-GENERAL: IMMIGRATION SERVICES REF NO: HRMC 34/26/1**
Branch: Immigration Services
- SALARY** : R1 885 710 - R2 124 237 per annum (Level 15), an all-inclusive salary package, structured as follows: Basic salary – 70% of package; State contribution to the Government Employee Pension Fund – 13% of basic salary. The remaining flexible portion may be structured in terms of the applicable remuneration rules.
- CENTRE REQUIREMENTS** : Headquarters: Head Office, Pretoria
: A qualification in Law, Business Management, Public Management, Public Administration, Operations Management, Public Policy or in a relevant field at NQF level 8 as recognized by SAQA. 8 Years' experience at a Senior Management Service level within a highly pressured, complex and litigious operational environment, preferably within immigration services, migration management, law enforcement, regulatory administration, or a related field. Proven track record of operating successfully at a strategic / executive leadership level within a large organization of comparable size and complexity as well as public sector experience will serve as an added advantage. Extensive knowledge and understanding of the Constitution of the Republic of South Africa, Public Service legislative and regulatory frameworks, Government structures, and the legislative and operational frameworks governing immigration management and the enforcement of the Immigration Act. Sound knowledge and understanding of migration governance frameworks, including economic development considerations, international relations, international migration law, international conventions on migration, and applicable continental and regional migration protocols. Sound knowledge and understanding of government planning and governance frameworks, including the Medium-Term Development Plan (MTDP), Government Planning Frameworks, and the principles of good corporate governance (King IV). A Valid driver's licence or ability to fulfil the operational travel requirements of the post independently, through maintaining reliable transport arrangements for the execution of official duties, as well as willingness to travel and work extended hours. Successful completion of the Nyukela Pre-entry Certificate to Senior Management Services. Skills and competencies: Strong strategic, digital and transformational leadership capability, including the ability to drive innovation, leverage emerging technologies, lead large-scale organisational transformation and modernisation initiatives, and oversee the modernisation of Immigration processes and systems, digital governance controls and technology-enabled oversight mechanisms within a digital-first environment. Advanced operational and regulatory management capability, including service delivery innovation, programme and project management, operational planning, governance oversight, risk management, regulatory compliance, and the ability to deliver results in a highly complex and demanding environment. Sound strategic, analytical and problem-solving capability, including data-driven decision-making, policy development, knowledge and information management, operational performance analysis, and the ability to strengthen organisational effectiveness, service delivery outcomes and regulatory compliance. Sound financial and resource management capability, including budgeting, financial management, financial reporting, resource optimisation and accountability for organisational performance within a complex operational environment. Excellent stakeholder management and interpersonal skills, including client orientation and customer focus, communication, presentation, business report writing, influencing, networking, negotiation and conflict management, with the ability to build and maintain effective relationships with government institutions, international partners and other strategic stakeholders. Strong people leadership capability, including team leadership, employee empowerment, change management, coaching and the ability to foster a high-performance, ethical and service-oriented organisational culture. High levels of professionalism, sound judgement, honesty, integrity, attention to detail, and a commitment to ethical governance and public service excellence.
- DUTIES** : The successful candidate will be responsible for, amongst others, the following key functions: Provide strategic and executive leadership to the Branch:

Immigration Services, including the effective management of human, financial and physical resources, as well as governance, risk and compliance processes. Provide strategic leadership and guidance on immigration management matters, including the implementation of immigration legislation, operational modernisation, regulatory compliance and service delivery improvement initiatives. Lead the implementation of strategic objectives and innovation initiatives within the Branch, including legislative reforms, digital transformation, process optimisation and organisational culture transformation to enhance operational efficiency and client service delivery. Drive the Branch's Digital Transformation Programme through the implementation of secure, modern and future-ready immigration systems and platforms, including the Electronic Travel Authorisation (ETA), integrated biometric solutions and digital immigration registration platforms that promote digital inclusion and equitable access to services. Provide strategic leadership on permitting services and the administration of immigration functions in accordance with the Immigration Act, 2002 (Act No. 13 of 2002), including asylum seeker management and related immigration services. Provide strategic direction on immigration port control policy, immigration operations and regulatory enforcement capabilities. Lead inspectorate and immigration enforcement services, including the identification and implementation of measures to detect, prevent and address illegal immigration and ensure compliance with immigration legislation. Facilitate strategic stakeholder engagement and partnerships with government institutions, law enforcement agencies, international organisations and other key stakeholders, including representing the Department at national, regional and international forums. Oversee the development, review and implementation of immigration policies, frameworks, systems and codes of practice aligned to legislative prescripts, governance standards and organisational priorities. Ensure the effective delivery of immigration services in accordance with applicable service standards and organisational commitments, including the achievement of Branch performance targets, strengthening governance and internal control systems, and supporting clean audit outcomes. Lead the institutionalisation of digital innovation, ethical governance, organisational values and people-centred service delivery practices across the Branch.

**ENQUIRIES
APPLICATIONS**

: Ms Proby Reddy at (060) 976 7508) or Ms Sandra Mkhalipli at (072) 527 6033
 : Applications compliant with the "Directions to Applicants" above, must be submitted online at <https://erecruitment.dha.gov.za>, or via email to imsrecruitment@dha.gov.za (limited to 2.5MB in size. Should an automated acknowledgement of receipt not be received when an application is emailed, this could mean that the application was not received due to the size of the attachments. Should this occur, kindly resend the application in 2 / 3 parts, splitting the attachments accordingly), or delivered for the attention of the enquires person cited for this post, to the Department of Home Affairs, Head Office, 5th Floor Hallmark Building, 230 Johannes Ramokhoase Street, Pretoria Central.

POST 20/30

: **DEPUTY DIRECTOR-GENERAL: HUMAN RESOURCES MANAGEMENT
AND DEVELOPMENT REF NO: HRMC 34/26/2**
 Branch: Human Resources Management and Development.

SALARY

: R1 885 710 - R2 124 237 per annum (Level 15), an all-inclusive salary package, structured as follows: Basic salary – 70% of package; State contribution to the Government Employee Pension Fund – 13% of basic salary. The remaining flexible portion may be structured in terms of the applicable remuneration rules.

**CENTRE
REQUIREMENTS**

: Headquarters: Head Office, Pretoria
 : A qualification in Human Resource Management, Public Administration, Management, Industrial Psychology, Management Sciences, Social Sciences or in a related field at NQF level 8 as recognised by SAQA. 8 years' experience at a Senior Management level. Extensive experience in strategic human resource management and organisational development, including the development and implementation of fit-for-purpose people strategies, workforce planning, talent management, organisational design and culture transformation, leadership development, and modernisation initiatives aligned to organisational priorities Proven track record of operating successfully at a strategic / executive leadership level within a large organization of comparable size and complexity as well as public sector experience will serve as an added

advantage. Extensive knowledge and understanding of the Constitution of the Republic of South Africa, Public Service legislative and regulatory frameworks, Government structures, labour relations frameworks, and policy frameworks applicable to human resources management and development. Sound knowledge and understanding of government planning and governance frameworks, including the Medium-Term Development Plan (MTDP), Government Planning Frameworks and principles of good corporate governance (King IV). A Valid driver's licence or ability to fulfil the operational travel requirements of the post independently, through maintaining reliable transport arrangements for the execution of official duties, as well as willingness to travel and work extended hours. Successful completion of the Nyukela Pre-entry Certificate to Senior Management Services. Skills and competencies: Strong strategic, digital and transformational leadership capability, including the ability to drive innovation, leverage emerging technologies, lead organisational modernisation initiatives, and oversee the transformation of HRM&D systems, business processes, digital governance controls and technology-enabled service delivery within a digital-first environment. Advanced human capital management and organisational development capability, including workforce planning and transformation, talent, performance and succession management, organisational design and development, change management, organisational culture development, leadership development, coaching and employee empowerment. Strong governance, programme and operational management capability, including policy development, programme and project management, financial and risk management, governance oversight, commercial acumen, planning and organising, accountability, and the ability to deliver results in a complex and demanding environment. Sound strategic, analytical and problem-solving capability, including data-driven decision-making, workforce analytics, organisational diagnostics, knowledge and information management, and the ability to optimise organisational performance, productivity and service delivery. Excellent stakeholder management and interpersonal skills, including client orientation and customer focus, communication, presentation, business report writing, influencing, networking, negotiation and conflict management, with the ability to build and sustain strategic partnerships. Strong people leadership capability, including team leadership, talent development and the ability to foster a high-performance, ethical and values-driven culture that supports organisational objectives, workforce transformation and the adoption of new ways of working. High levels of professionalism, ethical conduct, honesty, integrity, sound judgement, attention to detail and a commitment to public service excellence.

DUTIES

: The successful candidate will be responsible for, amongst others, the following key functions: Provide strategic and executive leadership to the Branch: Human Resources Management and Development, including the effective management of human, financial and physical resources, as well as governance, risk and compliance processes. Lead the development, review and implementation of the Department's human resources strategy, workforce planning frameworks and organisational development initiatives in support of the Department's strategic objectives and service delivery mandate. Provide strategic leadership on human capital management functions, including talent management, recruitment and selection, employment relations, conditions of service, employee wellness, learning and development, collective bargaining and labour relations. Drive organisational transformation, culture change and modernisation initiatives to support the Department's transition into a digital-first organisation, including the implementation of appropriate change management, capability-building and digital enablement programmes. Lead the innovation, optimisation, digitisation and automation of human resource management services, systems and business processes to enhance operational efficiency, governance, accountability and service delivery outcomes. Ensure the effective delivery of human resource management services in accordance with applicable service standards and organisational commitments, including the achievement of Branch performance targets, continuous improvement of service delivery outcomes, and the maintenance of sound governance and internal control systems to support clean audit outcomes. Facilitate strategic stakeholder engagement and partnerships with internal business units, organised labour, government institutions and external stakeholders in support of the Department's strategic and operational objectives. Oversee the development, review and implementation of best-

practice human resources policies, frameworks, systems and codes of practice aligned to legislative prescripts, governance standards and organisational priorities. Lead the institutionalisation of the Department's organisational values, ethical standards, compliance culture and people-centred service delivery ethos across the Department.

**ENQUIRIES
APPLICATIONS**

: Ms Proby Reddy at (060) 976 7508) or Ms Sandra Mkhalipli at (072) 527 6033
: Applications compliant with the "Directions to Applicants" above, must be submitted online at <https://erecruitment.dha.gov.za>, or via email to HRrecruitment@dha.gov.za (limited to 2.5MB in size. Should an automated acknowledgement of receipt not be received when an application is emailed, this could mean that the application was not received due to the size of the attachments. Should this occur, kindly resend the application in 2 / 3 parts, splitting the attachments accordingly), or delivered for the attention of the enquires person cited for this post, to the Department of Home Affairs, Head Office, 5th Floor Hallmark Building, 230 Johannes Ramokhoase Street, Pretoria Central.

POST 20/31

: **DEPUTY DIRECTOR-GENERAL: INFORMATION SERVICES REF NO:
HRMC 34/26/3**
Branch: Information Services

SALARY

: R1 885 710 - R2 124 237 per annum (Level 15), an all-inclusive salary package, structured as follows: Basic salary – 70% of package; State contribution to the Government Employee Pension Fund – 13% of basic salary. The remaining flexible portion may be structured in terms of the applicable remuneration rules.

**CENTRE
REQUIREMENTS**

: Headquarters: Head Office, Pretoria
: A qualification in Information Technology, Computer Science, Computer Engineering, Information and Communication Technology, Information Systems or a relevant field at NQF level 8 as recognised by SAQA. 8 years' experience at a Senior Management level in an Information Communication Technology (ICT) environment. Proven experience in delivering complex ICT solutions, leading digital transformation initiatives, implementing AI-enabled technologies, managing business intelligence capabilities, and overseeing large-scale ICT programmes and projects in a highly demanding operational environment. Proven track record of operating successfully at a strategic / executive leadership level within a large organization of comparable size and complexity as well as public sector experience will serve as an added advantage. Extensive knowledge and understanding of digital transformation and public sector ICT environments, including the Department's Digital Transformation Strategy and Implementation Framework, government service delivery models and digital economy frameworks. Advanced knowledge of ICT governance frameworks, legislation and regulatory prescripts, including CGICT, COBIT, ITIL, the PFMA, POPIA, the SITA Act, as well as governance, risk management and audit processes. Advanced knowledge and experience in enterprise architecture, cloud computing, systems integration platforms, cybersecurity frameworks and standards, digital identity and Public Key Infrastructure (PKI) ecosystems, data governance, analytics and AI technologies. Sound knowledge and understanding of government planning and governance frameworks, including the Medium-Term Development Plan (MTDP), Government Planning Frameworks and principles of good corporate governance (King IV). A Valid driver's licence or ability to fulfil the operational travel requirements of the post independently, through maintaining reliable transport arrangements for the execution of official duties, as well as willingness to travel and work extended hours. Successful completion of the Nyukela Pre-entry Certificate to Senior Management Services. Skills and competencies: Strong digital leadership capability, including the ability to drive innovation, leverage emerging technologies, and lead large-scale business process and organisational transformation within a digital-first environment, including the modernisation of ICT processes and systems, digital governance controls, and technology-enabled oversight mechanisms. Advanced ICT capability, including enterprise architecture, platform-based operating models, cybersecurity, ICT governance, compliance management, business continuity, knowledge and information management, digital service delivery, advanced computer literacy, and AI-enabled technologies. Strategic leadership and execution capability, including sound decision-making, accountability, commercial acumen, and the ability to lead complex digital transformation

programmes and ICT-enabled organisational change initiatives. Strong programme, project and operational management capability, including digital programme and project delivery, business process analysis and optimisation, planning and organising, financial management, performance management, and the ability to operate effectively under pressure while meeting organisational objectives and deadlines. Excellent stakeholder management and interpersonal skills, including client orientation and customer focus, communication, presentation, facilitation, business report writing, influencing, networking, negotiation, and conflict management, with the ability to build and sustain strategic partnerships. Strong people management and change leadership capability, including team leadership, coaching, empowerment, talent development, and the ability to drive organisational culture transformation and workforce adoption of digital solutions. High levels of professionalism, ethical conduct, honesty and integrity, attention to detail, sound judgement and a commitment to public service excellence.

DUTIES

: The successful candidate will be responsible for, amongst others, the following key functions: Provide strategic and executive leadership to the Branch: Information Services, including the effective management of human, financial and physical resources, as well as governance, audit, risk and compliance processes. Drive the Department's Digital Transformation Strategy through the modernisation of legacy ICT environments and the implementation of integrated, secure and citizen-centric digital platforms and online service delivery models. Lead strategic digital programmes and innovations, including the Electronic Travel Authorisation (ETA), Digital Identity and Public Key Infrastructure (PKI), Smart ID and ePassport modernisation, automation initiatives, AI-enabled capabilities, and the expansion of services into digital channels. Provide strategic leadership and expert guidance on Information and Communication Technology (ICT), including ICT strategy, Enterprise Architecture, digital innovation, ICT operations, infrastructure, systems availability, cybersecurity, digital trust and risk management. Lead the establishment and implementation of the Department's Digital Transformation Portfolio and institutionalise innovative, paperless and technology-enabled service delivery capabilities across the Department. Facilitate strategic stakeholder engagement, ecosystem integration and intergovernmental collaboration, including representing the Department at various forums and maintaining partnerships with key stakeholders. Ensure the effective delivery of ICT services in accordance with applicable service standards and organisational commitments, including the achievement of Branch performance targets, continuous improvement of service delivery outcomes, and the maintenance of sound governance and internal control systems to support clean audit outcomes. Oversee the development, review and implementation of ICT policies, frameworks, standards, codes of practice and regulatory compliance measures aligned to best practice and government priorities. Ensure the institutionalisation of accountability, ethical governance and organisational values across the Branch.

**ENQUIRIES
APPLICATIONS**

: Ms Proby Reddy at (060) 976 7508) or Ms Sandra Mkhalihi at (072) 527 6033
 : Applications compliant with the "Directions to Applicants" above, must be submitted online at <https://erecruitment.dha.gov.za>, or via email to ISrecruitment@dha.gov.za (limited to 2.5MB in size. Should an automated acknowledgement of receipt not be received when an application is emailed, this could mean that the application was not received due to the size of the attachments. Should this occur, kindly resend the application in 2 / 3 parts, splitting the attachments accordingly), or delivered for the attention of the enquires person cited for this post, to the Department of Home Affairs, Head Office, 5th Floor Hallmark Building, 230 Johannes Ramokhoase Street, Pretoria Central.

POST 20/32

: **DEPUTY DIRECTOR-GENERAL: COUNTER CORRUPTION AND SECURITY SERVICES REF NO: HRMC 34/26/4**
 Branch: Counter Corruption and Security Services

SALARY

: R1 885 710 - R2 124 237 per annum (Level 15), an all-inclusive salary package, structured as follows: Basic salary – 70% of package; State contribution to the Government Employee Pension Fund – 13% of basic salary. The remaining flexible portion may be structured in terms of the applicable remuneration rules.

CENTRE

: Headquarters: Head Office, Pretoria

REQUIREMENTS

: A qualification in Law / Security Management / Forensic Investigation / Management / Business Management / Public Administration / Public Management or in a related field at NQF level 8 as recognised by SAQA. 8 years' experience at a Senior Management level. Extensive experience in an anti-corruption or security services environment. Proven track record of operating successfully at a strategic / executive leadership level within a large organization of comparable size and complexity as well as public sector experience will serve as an added advantage. Extensive knowledge and understanding of the Constitution of the Republic of South Africa, Public Service legislative and regulatory frameworks, government policies, protocols and governance prescripts applicable to security management, intelligence coordination, anti-corruption and related functions. Excellent knowledge of legislation, policies and frameworks governing security, investigations, intelligence and anti-corruption operations, including Intelligence Services legislation, the Criminal Procedure Act, the South African Police Service Act, anti-corruption legislation, and the National Intelligence Framework. Sound knowledge and understanding of governance, fraud prevention, risk management, information security and cybersecurity frameworks, including the Public Service Anti-Corruption Strategy, Fraud Risk Management Framework, Minimum Information Security Standards (MISS), Cybercrimes legislation, the Protection of Personal Information Act (POPIA), State Information Technology governance frameworks, and Digital Government and Digital Identity frameworks. Sound knowledge and understanding of policy development, strategic planning, operational governance, and the alignment of security, intelligence and anti-corruption functions with organisational and sector-specific business requirements. Sound knowledge and understanding of government planning and governance frameworks, including the Medium-Term Development Plan (MTDP), Government Planning Frameworks, and the principles of good corporate governance (King IV). A Valid driver's licence or ability to fulfil the operational travel requirements of the post independently, through maintaining reliable transport arrangements for the execution of official duties, as well as willingness to travel and work extended hours. Successful completion of the Nyukela Pre-entry Certificate to Senior Management Services. Skills and competencies: Strong digital leadership capabilities, including the ability to drive innovation, embrace emerging technologies and lead business process transformation within a digital-first environment; including the modernisation of anti-corruption and security processes and systems, digital governance controls and technology-enabled oversight mechanisms. Strategic leadership and execution capabilities, including decision-making, accountability and the ability to lead security, counter-corruption, governance and organisational transformation initiatives within a highly regulated environment. Advanced security, investigative and governance capabilities, including counter-corruption, fraud risk management, intelligence coordination, investigations oversight, information and physical security management, vetting, compliance and risk management. Strong strategic, analytical and operational management capabilities, including policy development, programme and project management, financial management, governance oversight, planning and organising, problem-solving and the ability to work effectively under pressure and meet organisational targets. Capability to drive digital transformation and modernisation within the security and counter-corruption environment through secure digital systems, information security frameworks and technology-enabled oversight mechanisms. Excellent stakeholder management and interpersonal capabilities, including influencing, networking, negotiation, conflict resolution, communication and engagement with law enforcement agencies, intelligence structures and strategic stakeholders. Strong people management and change leadership capability, including team leadership, coaching, empowerment, talent development, and the ability to drive organisational culture transformation and workforce adoption of digital solutions. High levels of professionalism, ethical conduct, honesty and integrity, attention to detail, sound judgement and a commitment to public service excellence.

DUTIES

: The successful candidate will be responsible for, amongst others, the following key functions: Provide strategic and executive leadership to the Branch: Counter Corruption and Security Services, including the effective management of human, financial and physical resources, as well as governance, risk and compliance processes. Lead the Department's counter-corruption and security modernisation initiatives through the implementation of digital transformation

programmes, secure systems and technology-enabled oversight mechanisms aligned to departmental priorities and digital transformation objectives. Provide strategic leadership on physical and information security management, including the protection of personnel, assets, information, facilities and critical infrastructure, as well as compliance with the Minimum Information Security Standards (MISS) and related security prescripts. Oversee the investigation and analysis of fraud, corruption, criminal conduct, employee misconduct and other security-related matters, including collaboration with law enforcement and prosecutorial authorities to support successful case resolution and prosecution. Provide strategic leadership on personnel security and vetting services, including security screening, vetting compliance, security clearance processes and stakeholder coordination with relevant security agencies. Lead the development and implementation of counter-corruption prevention, intelligence gathering, fraud risk management and ethics management initiatives, including conducting lifestyle audits, strengthening whistleblower protection mechanisms, chairing the Departmental Ethics Committee, and driving the implementation of the Public Service integrity and ethics management frameworks across the Department. Oversee the development, review and implementation of policies, directives, governance frameworks and codes of practice to ensure regulatory compliance, effective risk management, audit readiness and alignment with departmental and national prescripts. Facilitate strategic stakeholder engagement and partnerships with law enforcement agencies, intelligence structures and key stakeholders in support of the Department's mandate and operational objectives. Ensure the achievement of Branch performance targets, operational efficiency, effective service delivery and the institutionalisation of accountability, ethical governance and organisational values across the Branch.

**ENQUIRIES
APPLICATIONS**

: Ms Proby Reddy at (060) 976 7508 or Ms Sandra Mkhalihi at (072) 527 6033
 : Applications compliant with the "Directions to Applicants" above, must be submitted online at <https://erecruitment.dha.gov.za>, or via email to ccsrecruitment@dha.gov.za (limited to 2.5MB in size. Should an automated acknowledgement of receipt not be received when an application is emailed, this could mean that the application was not received due to the size of the attachments. Should this occur, kindly resend the application in 2 / 3 parts, splitting the attachments accordingly), or delivered for the attention of the enquires person cited for this post, to the Department of Home Affairs, Head Office, 5th Floor Hallmark Building, 230 Johannes Ramokhoase Street, Pretoria Central.

POST 20/33

: **CHIEF FINANCIAL OFFICER REF NO: HRMC 34/26/5**
 Branch: Finance and Supply Chain Management

SALARY

: R1 885 710 - R2 124 237 per annum (Level 15), an all-inclusive salary package, structured as follows: Basic salary – 70% of package; State contribution to the Government Employee Pension Fund – 13% of basic salary. The remaining flexible portion may be structured in terms of the applicable remuneration rules.

**CENTRE
REQUIREMENTS**

: Headquarters: Head Office, Pretoria
 : A qualification in Accounting, Financial Accounting, Financial Management or in a related field at NQF level 8 as recognised by SAQA. 8 years' experience at a Senior Management level. Extensive experience in a Financial Management environment leading complex financial management functions, including Financial Governance, Audit- and Risk Management practices. Proven track record of operating successfully at a strategic / executive leadership level within a large organization of comparable size and complexity as well as public sector experience will serve as an added advantage. Knowledge of the Constitution of South Africa. Knowledge of Public Service Regulatory Framework. Advanced knowledge and understanding of the Public Finance Management Act (PFMA) and Treasury Regulations, Modified Cash Standards, Auditing Standards and practices, the PPPF Act, and accounting systems, e.g. BAS, PERSAL and LOGIS. Sound knowledge and understanding of government planning and governance frameworks, including the Medium-Term Development Plan (MTDP), Government Planning Frameworks, and the principles of good corporate governance (King IV). Understanding of all relevant human resources Legislative Framework, Regulations and prescripts. A Valid driver's licence or ability to fulfil the operational travel requirements of the post independently, through maintaining reliable transport arrangements

for the execution of official duties, as well as willingness to travel and work extended hours. Successful completion of the Nyukela Pre-entry Certificate to Senior Management Services. Skills and competencies: Strong digital leadership capabilities, including the ability to drive innovation, embrace emerging technologies and lead business process transformation within a digital-first environment; including the modernisation of financial management processes and systems, digital governance controls and technology-enabled oversight mechanisms. Strategic leadership and execution capabilities, including strategic planning, decision-making, accountability and the ability to lead financial governance within a complex organisational environment. Advanced financial management and governance capabilities, including budgeting, financial planning, expenditure management, supply chain management, revenue management, audit compliance management, financial risk management and the interpretation and implementation of PFMA and Treasury Regulations. Strong analytical and operations management capabilities, including programme and project management, policy development, research, business process optimisation, problem-solving, planning and organising, and the ability to work effectively under pressure and meet organisational targets. Excellent stakeholder management and interpersonal capabilities, including influencing, networking, diplomacy, communication, presentation and business report writing skills, with the ability to engage effectively with executive management, oversight structures and strategic stakeholders. Strong people management and change leadership capability, including team leadership, coaching, empowerment, talent development, and the ability to drive organisational culture transformation and workforce adoption of digital solutions. Strong numerical skills, high levels of professionalism, ethical conduct, honesty and integrity, attention to detail, sound judgement and a commitment to public service excellence.

DUTIES

: The successful candidate will be responsible for, amongst others, the following key functions: Provide strategic and executive leadership to the Finance and Supply Chain Management Branch, including the effective management of human, financial and physical resources, as well as governance, risk and compliance processes. Lead the modernisation and digital transformation of financial and supply chain management systems, processes and controls in alignment with Departmental priorities and national digital government objectives. Provide strategic leadership and direction to the Department on financial management, budgeting, accounting, expenditure management, revenue management, asset and fleet management, supply chain management and public-private partnership initiatives in accordance with the PFMA and National Treasury Regulations. Lead the Department's financial planning, forecasting and budgeting processes, including medium- and long-term financial strategy development, financial modelling, resource allocation, expenditure oversight and the optimisation of financial performance and sustainability. Provide strategic financial advice and support to the Accounting Officer and Executive Management on financial governance, fiscal planning, strategic investment decisions, financial risks and the financial implications of Departmental initiatives and reforms. Oversee the implementation of robust financial governance frameworks, including internal control systems, audit-readiness strategies, compliance management, financial risk-management practices, and consequence management measures, to achieve and sustain clean audit outcomes and strengthen the Department's financial maturity. Facilitate high-level stakeholder engagement and represent the Department in governance, audit and financial management structures, including leading Audit Committee engagements on behalf of the Department, to promote effective oversight, accountability and organisational performance. Lead the development, review and implementation of financial and supply chain management policies, directives, frameworks and operational standards aligned to national legislation, Treasury prescripts and Departmental priorities. Ensure the achievement of Branch performance targets, operational efficiency, effective service delivery and the institutionalisation of accountability, ethical governance and organisational values across the Branch.

ENQUIRIES
APPLICATIONS

: Ms Proby Reddy at (060) 976 7508 or Ms Sandra Mkhalihi at (072) 527 6033
: Applications compliant with the "Directions to Applicants" above, must be submitted online at <https://erecruitment.dha.gov.za>, or via email to financerecruitment@dha.gov.za (limited to 2.5MB in size. Should an automated acknowledgement of receipt not be received when an application is emailed, this could mean that the application was not received due to the size

of the attachments. Should this occur, kindly resend the application in 2 / 3 parts, splitting the attachments accordingly), or delivered for the attention of the enquires person cited for this post, to the Department of Home Affairs, Head Office, 5th Floor Hallmark Building, 230 Johannes Ramokhoase Street, Pretoria Central.

INDEPENDENT POLICE INVESTIGATIVE DIRECTORATE

The Independent Police Investigative Directorate (IPID) is an equal opportunity and affirmative action employer. It is our intention to promote representatively in terms of race, gender and disability within the Department through the filling of posts.

- APPLICATIONS** : Independent Police Investigative Directorate) Hand deliver to Ground Floor 473 B Benstra Building, Stanza Bopape Street (Church Street), Arcadia, Pretoria,0002. Recruitment24@ipid.gov.za (Please indicate the post name and reference number on the subject line) when applying through e-mail.
- FOR ATTENTION** : Ms. M Chauke Tel No: (012) 399 0210
- CLOSING DATE** : 29 June 2026
- NOTE** : Applicants are not required to submit copies of qualifications and other relevant documents on applications but must submit Z83 and a detailed Curriculum Vitae. Applications quoting the correct reference number must be submitted on the new form Z83, obtainable from any Public Service Department or on the internet at www.gov.za/documents . Received applications using the incorrect application form (old Z83) will not be considered. Each application for employment form must be fully completed, signed and initialled by the applicant. Failure to sign this form may lead to disqualification of the application during the selection process. A recently updated, comprehensive CV as well as a fully completed and initialled new signed Z83 (Section A, B, C & D are compulsory and section E, F and G are not compulsory if CV it is attached). However, the question related to conditions that prevent re-appointment under Part-F must be answered. Non-RSA Citizens/Permanent Resident Permit Should you be in possession of a foreign qualification; it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA) (only when shortlisted). All shortlisted candidates for SMS posts will be subjected to a technical competency exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend competency assessment using the mandated DPSA SMS competency assessment tools. Applicants who do not comply with the above-mentioned requirements, as well as applications received late, will not be considered. Due to the large number of applications we envisage to receive, applications will not be acknowledged, if you have not been contacted within three (3) weeks after the closing date of this advertisement, please accept that your application was unsuccessful. Correspondence will be limited to short-listed candidates only. Therefore, only shortlisted candidate for the post will be required to submit the documents on or before the date of the interview. The successful candidate will have to undergo security vetting. His / her character should be beyond reproach. The appointment is subject to security clearance, verification of qualifications and competency assessment (criminal record, citizenship, credit record checks, qualification verification and employment verification). Applicants must declare any pending criminal, disciplinary or any other allegations or investigations against them. Should this be uncovered during / after the interview took place, the application will not be considered and in the unlikely event, that the person has been appointed such appointment will be terminated. The successful candidate will be appointed subject to positive results of the security vetting process. All applicants are required to declare any conflict or perceived conflict of interest, to disclose memberships of Boards and directorships that they may be associated with. The successful candidates will be appointed on a probation period of 12 months and will be required to sign a performance agreement. The suitable candidate will be selected with the intention of promoting representivity and achieving affirmative action targets as contemplated in the Department's Employment Equity Plan. The Independent Police Investigative Directorate reserves the right to fill or not fill the bellow-mentioned posts. Invitation to serve on Financial Misconduct Committee for the IPID
- ERRATUM:** Kindly note that post of Assistant Director: Financial Accounting with Ref No: Q9/2026/30 advertised on Public Service Vacancy Circular 18 dated 29 May 2026 with a closing date of 12 June 2026, please note that the closing date has been extended to 22 June 2026. Apologies for any inconvenience caused.

OTHER POSTS

- POST 20/34** : **FINANCIAL MISCONDUCT COMMITTEE MEMBER REF NO: Q9/2026/36 (X3 POSTS)**
Term of Office: The term of office will be 36 months from the starting date, subject to renewal at the discretion of the Department. Due to nature of committee work, meetings will be held in person unless circumstances require virtual meetings.
- SALARY** : Remuneration shall be in accordance with National Treasury Regulations 3.1.6, read with 20.2.3. Members will be remunerated for preparation, travelling and attendance of meetings.
- CENTRE REQUIREMENTS** : National Office: Pretoria
: Applicants for the Financial Misconduct Committee Member must be in possession of a matric plus a postgraduate degree or equivalent qualification as recognized by SAQA, with at least 10 years or experience in the following fields: Accounting, Auditing, Risk Management, Financial Management, Compliance, or Law/Investigation. Attributes: Financial Misconduct Committee applicants must have knowledge of the Public Sector and sound experience in Governance and Risk Management, Auditing, Legal with good understanding of Corporate Governance, Public Finance Management Act and Treasury Regulations, DPSA Guideline on National Departments PFMA Compliance and Reporting Framework. Applicants with extensive knowledge and background in the field of Investigations, as well as qualified as CA(SA), CIA, CISA, CFE, are encouraged to apply.
- DUTIES** : Successful Financial Misconduct Committee applicants will be required to exercise their oversight towards the IPID financial misconduct management through the effective execution of the Financial Misconduct Committee as outlined in the Terms of Reference in line with the PFMA, Treasury Regulations, Public Service Act, IPID Act and the PFMA Compliance and Reporting Framework. Independently investigate allegations of financial misconduct (unauthorized, irregular and fruitless and wasteful expenditure) and make recommendations on appropriate actions. Monitor the progress of disciplinary hearings against transgressors to ensure application of consequence management. The Financial Misconduct Committee will report to the Executive Director to strengthen its oversight responsibilities. The Committee will meet at least four times (4) per annum, with authority to convene additional meetings as circumstances require.
- ENQUIRIES** : Mr. T. Khashane Tel No: (012) 399 0187
- POST 20/35** : **FINANCIAL MISCONDUCT COMMITTEE CHAIRPERSON REF NO: Q9/2026/37 (X1 POST)**
Term of Office: The term of office will be 36 months from the starting date, subject to renewal at the discretion of the Department. Due to nature of committee work, meetings will be held in person unless circumstances require virtual meetings.
- SALARY** : Remuneration shall be in accordance with National Treasury Regulations 3.1.6, read with 20.2.3. Chairperson will be remunerated for preparation, traveling and attendance of meetings.
- CENTRE REQUIREMENTS** : National Office: Pretoria
: Applicants for the Financial Misconduct Committee Chairperson must be in possession of a matric plus a postgraduate degree or equivalent qualification as recognized by SAQA, with at least 10 years or experience in the following fields: Accounting, Auditing, Risk Management, Financial Management, Compliance, or Law/Investigation. Attributes: Financial Misconduct Committee applicants must have knowledge of the Public Sector and sound experience in Governance and Risk Management, Auditing, Legal with good understanding of Corporate Governance, Public Finance Management Act and Treasury Regulations, DPSA Guideline on National Departments PFMA Compliance and Reporting Framework. Proven track record / membership of the following committees: Audit Committee, Risk Management Committee Ethics Committee and/or relevant Governance Body. Applicants with extensive knowledge and background in the field of Investigations, as well as qualified as CA(SA), CIA, CISA, CFE, are encouraged to apply.
- DUTIES** : Successful Financial Misconduct Committee Chairperson applicants will be required to exercise their oversight towards IPID financial misconduct

management through the effective execution of the Financial Misconduct Committee as outlined in the Terms of Reference in line with the PFMA, Treasury Regulations, Public Service Act, IPID Act and the PFMA Compliance and Reporting Framework. Independently investigate allegations of financial misconduct (unauthorized, irregular and fruitless and wasteful expenditure) and make recommendations on appropriate actions. Monitor the progress of disciplinary hearings against transgressors to ensure application of consequence management. The Financial Misconduct Committee will report to the Executive Director to strengthen its oversight responsibilities. The Committee will meet at least four times (4) per annum, with authority to convene additional meetings as circumstances require.

ENQUIRIES

: Mr. T. Khashane Tel No: (012) 399 0187

JUDICIAL INSPECTORATE FOR CORRECTIONAL SERVICES

The Judicial Inspectorate for Correctional Services (JICS) is an equal opportunity employer. In the filling of vacant posts, the objectives of section 195 (1) (i) of the Constitution of South Africa, 1996 (Act No: 108 of 1996), the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act No: 55 of 1998) and relevant Human Resources policies of JICS will be taken into consideration. Women and people with disabilities are encouraged to apply and preference will be given to the EE Target. JICS reserves the rights to fill these positions.

- APPLICATIONS** : Applications to be submitted through following link: <https://forms.gle/9z2RfEAGoCkMRkuz6> or hand delivered to Block C3, Eco Origins Office Park, Witch-hazel Street, Centurion, 0046.
- FOR ATTENTION** : Human Resources
- CLOSING DATE** : 30 June 2026 at 16:00 (walk-in) and 20:00 (online)
- NOTE** : All attachments for online application must include an application form Z83 and CV only, in PDF and as one (1) document or attachment and saved with surname and initials. JPEG (picture/snapshot) applications will not be accepted. Failure to do so will result in your application being disqualified. Applications quoting the relevant reference number must be submitted on the new form Z83, obtainable from any Public Service Department or on the internet at www.gov.za/documents. Received applications using the incorrect application for employment (old Z83) will not be considered. Each post(s) advert must be accompanied by its own application form for employment and must be fully completed, initialled and signed by the applicant as instructed below. Failure to fully complete, initial and sign the Z83 form will lead to disqualification of the application during the selection process. All applications must reach the Judicial Inspectorate for Correctional Services (JICS) on/or before the closing date and time. JICS cannot be held responsible for server delays. Applications submitted in any other way other than the published link or hand delivery will be treated as invalid. All fields of Section A, B, C and D of the Z83 must be completed in full. Section E, F, G (Due to the limited space on the Z83, it is acceptable for applicants to indicate "refer to CV" or "see attached". However, the question related to conditions that prevent re-appointment under Part "F" must be answered and the declaration signed. Only an updated comprehensive CV (with detailed previous experience, if any) and a completed and signed new Z83 application form is required. 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 the communication from Human Resources and such qualification(s) and other related document(s) will be in line with the requirements of the advert. Non-RSA Citizens/Permanent Resident Permit holders in possession of foreign qualifications must be accompanied by an evaluation report issued by the South African Qualification Authority (SAQA) (only when shortlisted). Applicants who do not comply with the abovementioned instructions/requirements, as well as applications received late will not be considered. Failure to submit all the requested documents will result in the application not being considered. Correspondence will be limited to shortlisted candidates only. All shortlisted candidates shall undertake a pre-entry practical exercise as part of the assessment method to determine the candidate's suitability based on the posts' technical and generic requirements. Suitable candidates will be subjected to a personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification). Please note by responding to the advertisement, you consent to the collection, processing, and storing of your Personal Information in accordance with the Protection of Personal Information Act (POPIA). Your information will be used for the sole purpose of this application and will not be shared with third parties without prior consent unless required by law. Due to the large number of responses anticipated, correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of the advertisement, please accept that your application has been unsuccessful. The JICS reserves the right not to make any appointment(s) to the below advertised post(s). The successful candidate will be required to enter into an employment contract and a performance agreement. All costs associated with an application will be borne by the applicant. The appointment will be made according to the Public Service Act of 1994. 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.

OTHER POST

- POST 20/36** : **ASSISTANT DIRECTOR: MANDATORY REPORTING REF NO: JI 32/2026**
Directorate: Legal Services and Compliance Monitoring
- SALARY** : R487 107 per annum
CENTRE : Centurion
REQUIREMENTS : Applicants must be in possession of a Grade 12/Senior Certificate, BProc / LLB Degree, 5-year relevant working experience in the legal environment of which 3 years must be in a supervisory capacity. Computer literate, analytical skills, problem solving, communication skills, research and reporting writing and presentation skills are essential. In depth knowledge and understanding of the Constitution, Correctional Services Act, PAJA, POPIA, Criminal Procedure Act, Law of Evidence, interpretation of Statute and other legal framework governing the correctional environment and public service. Proficiency in English and at least one other official language. Ability to write analytically. Valid driver's license is essential and willingness to travel. Admission as an attorney or advocate will be an added advantage.
- DUTIES** : The successful candidate will be responsible to oversee that all mandatory reporting as per legislation are met by the Department of Correctional Services. Monitor, enquire and evaluate reports received on all inmates in terms of section 95D of the Correctional Services Act. Develop strategies/ policies (SOP) and systems of dealing with mandatory reports and record keeping. Write reports and make recommendations on systemic problems and practices, ensuring a good administration of mandatory reports by DCS. Train and educate staff on dealing with mandatory matters. Report on all activities of the unit to the Deputy Director Complaints and Mandatory Reporting. Manage, coordinate and foster relationships with external stakeholders. Supervise senior case officers and clerks in the unit and handle other tasks as directed by the Deputy Director or the Director.
- ENQUIRIES** : Mr R Mohlaba Tel No: (012) 321 0303

DEPARTMENT OF LAND REFORM AND RURAL DEVELOPMENT

- CLOSING DATE** : 29 June 2026 at 16:00
- NOTE** : To apply, submit a completed Z83 form and detailed Curriculum Vitae (PDF document to a maximum of 10 megabytes) via e-mail or hand delivery. The Department will not be held responsible for server delays. Late applications due to technical issues will not be considered. Shortlisted candidates must provide certified copies of required documents (Identity Document, qualifications, etc) where necessary and service certificates to support senior management experience to Human Resources before the interviews, including South African Qualifications Authority (SAQA) evaluation reports for foreign qualifications. Failure to comply will result in disqualification. To be appointed at Senior Management Service (SMS) level, you must complete the SMS Pre-entry programme offered by the National School of Government (NSG). Find course details here: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/> appointment is subject to successful competition of the Nyukela Programme: Pre-entry Certificate to SMS and submission of proof. Shortlisted applicants for the advertised vacancies will undergo two pre-entry assessments: a practical assessment and an integrity assessment, both of which form part of the selection criteria after the interview, the selection committee will recommend candidates for a generic management competency assessment, as per the Department of Public Service and Administration (DPSA) directives. The assessment will evaluate candidates' managerial competencies using standardised tools. NB: Please note that false or fraudulent qualifications submitted by applicants will be reported to the South African Police Services (SAPS), and a criminal case shall be opened. Applications: Please submit your application before the closing date as late applications will not be considered. Do not submit duplicate applications. If applying for multiple posts, submit separate applications for each post. Applications submitted via email will be acknowledged via an automated response. Applications received manually will not be acknowledged due to high volumes of applications received. If you have not heard from us within 3 months, please consider your application to be unsuccessful. Should, during any stage of the recruitment process, a moratorium be placed on the filling of posts or the Department is affected by any process such as, but not limited to, restructuring or reorganisation of posts, the Department reserves the right to cancel the recruitment process and re-advertise the post at any time in the future. Important: DLRRD is an equal opportunity employer committed to promoting representivity and affirmative action. We encourage applications from all qualified candidates. The Department reserves the right not to fill vacancies. By applying you consent to the collection and processing of your personal information for recruitment purposes. Shortlisted candidates will be required to be available for assessments and interviews at a date and time as determined by the Department. Shortlisted candidates will undergo personnel suitability checks, security vetting and reference checks (including social media profiles). Applications must declare any pending criminal, disciplinary or any other allegations or investigations. Successful candidates must pass security clearance, sign an employment contract, sign an annual performance agreement and disclose financial interests. All applicants are required to declare any conflict or perceived conflict of interest, to disclose memberships of Boards and directorships that they may be associated with. Failure to disclose relevant information may result in disqualification or termination.

MANAGEMENT ECHELON

- POST 20/37** : **CHIEF DIRECTOR: PROVINCIAL COORDINATION REF NO: 3/1/1/1/2026/57**
Chief Directorate: Provincial Coordination
- SALARY** : R1 554 696 per annum (Level 14), (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion that may be structured in accordance with the rules for Senior Management Services (SMS)
- CENTRE** : Gauteng (Pretoria)
- REQUIREMENTS** : Minimum requirements: Applicants must be in a possession of a Grade 12 Certificate and a Bachelor's Degree or Advanced Diploma in Public

Administration / Public Management / Business Administration (NQF Level 7) or related equivalent qualification and a Nyukela certificate (Pre-entry Certificate to the SMS) submitted prior to appointment. Minimum of 5 years of experience at senior managerial level in the relevant environment. Job related knowledge: Planning, resource allocation and performance management of department-wide outcomes. Develop and implement consistent corporate performance monitoring to focus on the delivery of Provincial Shared Service outcomes. Initiate and coordinate the implementation of strategic corporate projects to improve Provincial Shared Service Centre's ability to meet strategic outcomes and exercise appropriate discretion to achieve service delivery objectives and required outcomes. Develop and implement a Corporate Governance Framework and corporate activity process including planning, monitoring and reporting and ensuring that strategic priorities are assessed for risk and value through the application of governance principles and processes. Maintain, develop and implement a Corporate Governance Framework (CGF) to ensure high standards of accountability and the effective delivery of the department's objectives and community value. Job related skills: Financial management. Communication (verbal and written). Interpersonal relations and conflict management. Business management and development. Leadership qualities. Facilitation and presentation. Computer literacy. Problem solving. Analytical. A valid driver's licence and willingness to travel.

- DUTIES** :
- Oversee corporate governance, and performance management of outcomes of the Provincial Offices (PSSCS) through the Implementation of efficient Corporate Governance Frameworks. Provide strategic advice to the Deputy Director- General: Provincial Operations on all matters pertaining to coordination and management of Provincial Shared Services. Oversee the compilation of status report in terms of Provincial Shared Services Centres performance progress. Contribute to short, medium and long-term business planning, analysing the external environment and identifying opportunities that will support the overall business direction of the Provincial Shared Service Centres. Manage interface between the Provincial Shared Service Chief Directors and Deputy Director-General: Provincial Operations. Provide guidance and leadership in the implementation of decisions / directives from the Deputy Director-General to the Chief Director: Provincial Shared Service Centre. Manage and oversee the development of standardised integrated provincial operational plans and ensure the co-ordination of accurate reporting on outcomes and provincial performance. Ensure the development of standardised performance indicators for Provincial Shared Services Centres. Contribute to the corporate management of the Provincial Shared Services Centres including the development of the targets / objectives. Provide co-ordination support to branches in relation to service delivery at Provincial Shared Services Centres. Ensure coordination and integration of delivery of the departmental programs. Coordinate the drafting of annual integrated operational plans to facilitate integrated delivery of the departmental programs at Provincial Shared Services Centre level. Ensure that designated duties are executed at all times in accordance with corporate policies and procedures. Oversee the implementation of provincial support services and develop service improvement plans and implement a service improvement programme in support of the Provincial Shared Service Centres operational planning objectives. Manage research on corporate support services to improve service delivery at the Provincial Shared Service Centres. Oversee the development and maintain performance dashboard. Oversee the development and maintenance of performance dashboard for the Provincial Shared Services Centres, ensure regular performance monitoring.
- ENQUIRIES** :
- APPLICATIONS** :
- Ms B Letompa Tel No: (012) 312 8112
- Applications can be submitted by hand delivery during office hours to: 600 Lillian Ngoyi Street (formerly known as Van der Walt Street), Berea Park, Pretoria, 0002 or by email to Post57@dlrrd.gov.za
- NOTE** :
- EE Targets: Coloured and White Males and African, Coloured and Indian Females and Persons with disabilities.
- POST 20/38** :
- CHIEF DIRECTOR: PROVINCIAL OFFICE REF NO: 3/1/1/2026/59**
Chief Directorate: Provincial Office
- SALARY** :
- R1 554 696 per annum (Level 14), (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion that may be structured in accordance with the rules for Senior Management Services (SMS)

**CENTRE
REQUIREMENTS**

: Limpopo (Polokwane)
: Minimum requirements: Applicants must be in a possession of a Grade 12 Certificate and a Bachelor's Degree or Advanced Diploma in Public Administration / Public Management / Business Administration / Management (NQF Level 7) or related equivalent qualification and a Nyukela certificate (Pre-entry Certificate to the SMS) submitted prior to appointment. Minimum of 5 years of experience at senior managerial level. Proven experience in Project Management. Job related knowledge: Ability to implement an outcome-based performance approach. Ability to coordinate the Provincial Office functions to achieve departmental objectives. Ability to initiate and coordinate the implementation of strategic DLRRD development projects to improve service delivery. Ability to develop and implement governance framework and ensure Provincial Office function effectively and efficiently. Ability to develop and implement corporate performance monitor programme. Ability to think conceptually when analysing data and designing concepts to modify and improve implementation of corporate policies, procedures and processes. Job related skills: Good monitoring and evaluation. Good problem-solving. Skills to design and implement change management programmes. Ensure good customer care. A valid driver's licence. Willingness to travel. Ability to interact at all levels within both management and Intergovernmental relations (IGR) context.

DUTIES

: Manage, oversee and monitor the implementation of departmental services and programmes at provincial and district level. Coordinate the provision of land acquisition services. Coordinate land development support. Provide property management services. Coordinate implementation of land tenure and land rights programmes. Provide spatial planning and land use management services at provincial level. Manage and oversee the production and submission of programmes and projects reports. Facilitate the implementation of national development support initiatives. Facilitate the implementation of strategic land acquisition initiatives. Facilitate the implementation of property management initiatives. Facilitate the implementation of tenure reform initiatives. Render corporate and financial support services. Provide project management services. Collate and provide project data to the office of the Chief Director: Provincial Office. Direct and oversee the maintenance of response handling systems to facilitate requests and queries from DLRRD Head Office and external stakeholders. Facilitate the integration of planning, resource allocation and performance management of outcomes of the Provincial Office through the Corporate Governance Framework. Lead the development and implementation of consistent corporate performance monitoring and evaluation to focus on the delivery of Provincial Office annual performance outcomes. Ensure robust governance, effective decision making, value for money and appropriate benefits are achieved through corporate activity, policy and strategy frameworks. Provide assistance with the initiation, management coordination and the implementation of strategic corporate projects. Establish and maintain internal and external networks to monitor trends and best practice in corporate governance. Manage and oversee the rendering of financial, supply chain and corporate support services in the Provincial Office. Oversee human resource administration support. Oversee safety and security services within the province. Manage records information. Oversee information technology support services. Oversee communication and events management services. Monitor and mainstreaming of gender and transformation initiatives in development programme. Advise, liaise and coordinate with district corporate services on issues that may arise. Provide financial support services. Provide supply chain, facilities and office administration services. Liaise and interact with relevant stakeholders in the province. Oversee and provide support in community participation, community planning, corporate and operational planning, program performance reporting, corporate project, policy, strategy and infrastructure development and implementation and corporate governance development and implementation. Ensure provincial compliance through management of information, risk and audit. Monitor and track all departmental programmes and projects initiatives.

**ENQUIRIES
APPLICATIONS**

: Ms DT. Machoga Tel No: (015) 495 1955
: Applications can be submitted by hand delivery during office hours to: 61 Biccard street, Polokwane, 0700 or by email to Post59@dlrrd.gov.za

NOTE

: EE Targets: Coloured and White Males and African, Coloured and Indian Females and Persons with disabilities.

POST 20/39 : **CHIEF DIRECTOR: LAND RESTITUTION SUPPORT REF NO: 3/1/1/1/2026/62**
Chief Directorate: Land Restitution Support

SALARY : R1 554 696 per annum (Level 14), (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion that may be structured in accordance with the rules for Senior Management Services (SMS)

CENTRE REQUIREMENTS : North West (Mmabatho)
: Minimum requirements: Applicants must be in a possession of a Grade 12 Certificate and a Bachelor's Degree or Advanced Diploma in Public Administration / Development Studies / Law or relevant equivalent qualification (NQF Level 7) and a Nyukela certificate (Pre-entry Certificate to the SMS) submitted prior to appointment. Minimum of 5 years of experience at senior managerial level. Job related knowledge: Project management. Programme management. Strategic capability and planning. Budgeting. Expenditure reporting. Monitoring and evaluation. Human resources management. Financial management. Supply chain management. Job related skills: Networking. Project and programme management. Team management. Interpersonal relations and conflict management. Budget forecasting. Computer literacy. Problem solving and decision-making. Time management. Business. Communication (verbal and written). Organisation. A valid driver's licence. Willingness to travel.

DUTIES : Ensure the investigation and implementation with regard to restitution of land rights (pre-settlement). Coordinate research reports in terms of rule 3 and rule 5. Ensure valuations are undertaken. Lead and manage negotiations linked to settlement models. Ensure legal compliance. Develop submissions in terms of Section 42D of Restitution Act. Ensure efficient risk management and implementation of financial controls and manage financial and corporate administrative services. Provide input to the regional risk register. Manage the province specific risks. Ensure adherence to financial controls. Lead the research in respect of special projects such as expropriations and manage financial and corporate administrative services. Research special projects. Ensure compliance to Section 42E. Provide inputs with regards to the drafting of legal documents in respect of the Restitution Act, regulations and policies of the Commission and ensure compliance. Manage the provincial specific litigation. Ensure effective compliance are adhered to. Ensure restitution projects are included in municipalities independent development programmes and align priorities and financial resources. Participate in provincial and municipal Intergovernmental Relations (IGR) structures. Provide input to municipal and provincial development planning and programmes. Ensure that the Rural Economy Transformation Model (RETM) and / or relevant sector strategies are factored in all settlements. Coordinate settlement negotiations and packages linked to the RETM.

ENQUIRIES APPLICATIONS : Ms L Moruwe Tel No: (012) 407 4149
: Applications can be submitted by hand delivery during office hours to: 600 Lilian Ngoyi Street (formerly known as Van der Walt Street), Berea Park, Pretoria, 0002 or by email to Post62@dllrd.gov.za

NOTE : EE Targets: Coloured and White Males and African, Coloured and Indian Females and Persons with disabilities.

POST 20/40 : **CHIEF DIRECTOR: LAND RESTITUTION SUPPORT REF NO: 3/1/1/1/2026/63**
Chief Directorate: Land Restitution Support

SALARY : R1 554 696 per annum (Level 14), (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion that may be structured in accordance with the rules for Senior Management Services (SMS)

CENTRE REQUIREMENTS : KwaZulu Natal (Pietermaritzburg)
: Minimum requirements: Applicants must be in a possession of a Grade 12 Certificate and a Bachelor's Degree or Advanced Diploma in Public Administration / Development Studies / Law or relevant equivalent qualification (NQF Level 7) and a Nyukela certificate (Pre-entry Certificate to the SMS) submitted prior to appointment. Minimum of 5 years of experience at senior managerial level. Job related knowledge: Project management. Programme management. Strategic capability and planning. Budgeting. Expenditure reporting. Monitoring and evaluation. Human resources management. Financial management. Supply chain management. Job related skills:

- Networking. Project and programme management. Team management. Interpersonal relations and conflict management. Budget forecasting. Computer literacy. Problem solving and decision-making. Time management. Business. Communication (verbal and written). Organisation. A valid driver's licence. Willingness to travel.
- DUTIES** :
- Ensure the investigation and implementation with regard to restitution of land rights (pre-settlement). Coordinate research reports in terms of rule 3 and rule 5. Ensure valuations are undertaken. Lead and manage negotiations linked to settlement models. Ensure legal compliance. Develop submissions in terms of Section 42D of Restitution Act. Ensure efficient risk management and implementation of financial controls and manage financial and corporate administrative services. Provide input to the regional risk register. Manage the province specific risks. Ensure adherence to financial controls. Lead the research in respect of special projects such as expropriations and manage financial and corporate administrative services. Research special projects. Ensure compliance to Section 42E. Provide inputs with regards to the drafting of legal documents in respect of the Restitution Act, regulations and policies of the Commission and ensure compliance. Manage the provincial specific litigation. Ensure effective compliance are adhered to. Ensure restitution projects are included in municipalities independent development programmes and align priorities and financial resources. Participate in provincial and municipal Intergovernmental Relations (IGR) structures. Provide input to municipal and provincial development planning and programmes. Ensure that the Rural Economy Transformation Model (RETM) and / or relevant sector strategies are factored in all settlements. Coordinate settlement negotiations and packages linked to the RETM.
- ENQUIRIES APPLICATIONS** :
- Ms L Moruwe Tel No: (012) 407 4149
- Applications can be submitted by hand delivery during office hours to: 600 Lillian Ngoyi Street (formerly known as Van der Walt Street), Berea Park, Pretoria, 0002 or by email to Post63@dllrd.gov.za
- NOTE** :
- EE Targets: Coloured and White Males and African, Coloured and Indian Females and Persons with disabilities.
- POST 20/41** :
- DIRECTOR: FINANCIAL AND SUPPLY CHAIN MANAGEMENT REF NO: 3/1/1/1/2026/60**
Directorate: Financial and Supply Chain Management Services
- SALARY** :
- R1 317 384 per annum (Level 13), (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion that may be structured in accordance with the rules for Senior Management Services (SMS)
- CENTRE REQUIREMENTS** :
- Limpopo (Polokwane)
- Minimum requirements: Applicants must be in a possession of a Grade 12 Certificate and a Bachelor's Degree or Advanced Diploma in Cost Management Accounting / Financial Management / Accounting / Public Finance / Auditing / Supply Chain Management / Logistics Management / Purchasing Management / Management (Logistics / Supply Chain Management) (NQF Level 7) or related equivalent qualification and a Nyukela certificate (Pre-entry Certificate to the SMS) submitted prior to appointment. Minimum of 5 years of experience at middle / senior managerial level in the relevant environment. Job related knowledge: Extensive knowledge of Generally Accepted Accounting Principles, Treasury Regulations Generally Reviewed Accounting Principles. Job related skills: Coaching and Mentoring (through leadership). Prepare and deliver presentations. Analytical thinking. Adaptability and Flexibility. Customer service. Initiative. Innovation and creativity. Process improvement. Communication (verbal and written). Project management. Computer literate. Willingness to travel. A valid driver's licence.
- DUTIES** :
- Ensure compliance to financial management standards by adhering to policies and guidelines. Ensure compliance with Public Finance Management Act, Treasury Regulations and other related legislation and instructions. Ensure implementation of policies, systems, procedures, and processes to ensure sound financial management. Oversee financial support services within the provincial shared service centres. Manage financial accounting processes. Manage the departmental budget. Manage salaries and payroll. Maintenance of finance systems. Oversee supply chain, facilities and office administration. Manage the demand management plan and acquisition of goods, services and assets. Provide logistics, travel and transport services. Provide assets and facilities management. Oversee financial management support services.

- Provide internal control and reporting services. Develop and maintain budget and reporting. Provide payment services. Provide asset revenue management. Provide lease revenue management.
- ENQUIRIES** : Ms DT. Machoga Tel No: (015) 495 1955
- APPLICATIONS** : Applications can be submitted by hand delivery during office hours to: 61 Biccard street, Polokwane, 0700 or by email to Post60@dlrrd.gov.za
- NOTE** : EE Targets: Coloured and White Males and African, Coloured and Indian Females and Persons with disabilities.
- POST 20/42** : **DIRECTOR: FINANCIAL AND SUPPLY CHAIN MANAGEMENT REF NO: 3/1/1/1/2026/61**
Directorate: Financial and Supply Chain Management Services
- SALARY** : R1 317 384 per annum (Level 13), (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion that may be structured in accordance with the rules for Senior Management Services (SMS)
- CENTRE** : Eastern Cape (East London)
- REQUIREMENTS** : Minimum requirements: Applicants must be in a possession of a Grade 12 Certificate and a Bachelor's Degree or Advanced Diploma in Cost Management Accounting / Financial Management / Accounting / Public Finance / Auditing / Supply Chain Management / Logistics Management / Purchasing Management / Management (Logistics / Supply Chain Management) (NQF Level 7) or related equivalent qualification and a Nyukela certificate (Pre-entry Certificate to the SMS) submitted prior to appointment. Minimum of 5 years of experience at middle / senior managerial level in the relevant environment. Job related knowledge: Extensive knowledge of Generally Accepted Accounting Principles, Treasury Regulations Generally Reviewed Accounting Principles. Job related skills: Coaching and Mentoring (though leadership). Prepare and deliver presentations. Analytical thinking. Adaptability and Flexibility. Customer service. Initiative. Innovation and creativity. Process improvement. Communication (verbal and written). Project management. Computer literate. Willingness to travel. A valid driver's licence.
- DUTIES** : Ensure compliance to financial management standards by adhering to policies and guidelines. Ensure compliance with Public Finance Management Act, Treasury Regulations and other related legislation and instructions. Ensure implementation of policies, systems, procedures, and processes to ensure sound financial management. Oversee financial support services within the provincial shared service centres. Manage financial accounting processes. Manage the departmental budget. Manage salaries and payroll. Maintenance of finance systems. Oversee supply chain, facilities and office administration. Manage the demand management plan and acquisition of goods, services and assets. Provide logistics, travel and transport services. Provide assets and facilities management. Oversee financial management support services. Provide internal control and reporting services. Develop and maintain budget and reporting. Provide payment services. Provide asset revenue management. Provide lease revenue management.
- ENQUIRIES** : Ms A van Vuuren Tel No: (043) 701 8127 or Ms A Kili Tel No: (043) 701 8186
- APPLICATIONS** : Applications can be submitted by hand delivery during office hours to: Ocean Terrace, Block H, corner of Coultts and Moore Street, Quigney, East London or by email to Post61@dlrrd.gov.za
- NOTE** : EE Targets: Coloured and White Males and African, Coloured and Indian Females and Persons with disabilities.
- POST 20/43** : **DIRECTOR: QUALITY ASSURANCE AND ADMINISTRATION REF NO: 3/1/1/1/2026/64**
Directorate: Quality Assurance and Administration
- SALARY** : R1 317 384 per annum (Level 13), (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion that may be structured in accordance with the rules for Senior Management Services (SMS)
- CENTRE** : Eastern Cape (East London)
- REQUIREMENTS** : Minimum requirements: Applicants must be in a possession of a Grade 12 Certificate and a Bachelor's Degree / Advanced Diploma in Public Administration / Business Management / Management / Commerce / Accounting / Finance / Internal Audit (NQF Level 7) and a Nyukela certificate (Pre-entry Certificate to the SMS) submitted prior to appointment. Minimum of 5 years of experience at middle / senior managerial level in Quality Assurance

/ Finance / Internal Audit / Public Administration and management environment. Job related knowledge: Knowledge of Restitution process. Financial management processes and procedures. Supply chain management processes and procedures. Human resources management. Risk management and its relevant legislations. Government budget processes. Job related skills: Proven managerial, supervisory and project management. Good planning, organising and problem-solving. Good communication (verbal and written). Computer literacy (Microsoft Office). A valid driver's licence.

DUTIES : Provide quality assurance of submissions on land claims with regard to content, completeness, accuracy by setting and implementing standards as well as reviewing files. Check policy and financial compliance for settlement of claims and finalisation thereof as per the Annual Performance Plan (APP) and Operational Plan. Conduct quality assurance on all operation submissions for approval i.e. research, verifications, valuations, offers, declarations, Section 42Ds and Section 26. Implement project management methodology for the management of land claims. Ensure effective and efficient risk management and implementation of internal legal and financial control. Ensure compliance to existing financial delegations. Regular review and implementation of existing control systems. Respond to requests for information (RFIs) and audit findings. Manage audit and risk issues. Ensure implementation of audit action plan. Ensure project on land claims are coordinated and settled in terms of Restitution Act, Public Finance Management Act (PFMA) and other applicable legislation and prescripts. Ensure effective and efficient management of allocated resources in order to prevent unauthorised, irregular, and fruitless expenditure. Coordinate the procurement function between Restitution Office and Shared Services Centre supply chain management. Ensure sound financial management in line with applicable policies and prescripts. Monitor and drive spending of the allocated budget. Ensure sound records and information management. Ensure proper control measures are in place regarding approval and authorisation of funds. Ensure compliance with all applicable legislations and departmental policies i.e. PFMA, Treasury regulations. Advice and assist the office on all issues of compliance regarding policy and legislation. Provide financial and operational plan reports. Coordinate preparations and submissions of quality assured reports as per APP and Operational Plan. Consolidate and compile the reports for management meetings.

ENQUIRIES : Mr Z Memela Tel No: (043) 700 6005
APPLICATIONS : Applications can be submitted by hand delivery during office hours to: 600 Lilian Ngoyi Street (formerly known as Van der Walt Street), Berea Park, Pretoria, 0002 or by email to Post64@dlrrd.gov.za

NOTE : EE Targets: Coloured and White Males and African, Coloured and Indian Females and Persons with disabilities.

POST 20/44 : **DIRECTOR: QUALITY ASSURANCE AND ADMINISTRATION REF NO: 3/1/1/1/2026/65**
 Directorate: Quality Assurance and Administration

SALARY : R1 317 384 per annum (Level 13), (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion that may be structured in accordance with the rules for Senior Management Services (SMS)

CENTRE : Northern Cape (Kimberley)
REQUIREMENTS : Minimum requirements: Applicants must be in a possession of a Grade 12 Certificate and a Bachelor's Degree / Advanced Diploma in Public Administration / Business Management / Management / Commerce / Accounting / Finance / Internal Audit (NQF Level 7) and a Nyukela certificate (Pre-entry Certificate to the SMS) submitted prior to appointment. Minimum of 5 years of experience at middle / senior managerial level in Quality Assurance / Finance / Internal Audit / Public Administration and management environment. Job related knowledge: Knowledge of Restitution process. Financial management processes and procedures. Supply chain management processes and procedures. Human resources management. Risk management and its relevant legislations. Government budget processes. Job related skills: Proven managerial, supervisory and project management. Good planning, organising and problem-solving. Good communication (verbal and written). Computer literacy (Microsoft Office). A valid driver's licence.

DUTIES : Provide quality assurance of submissions on land claims with regard to content, completeness, accuracy by setting and implementing standards as

well as reviewing files. Check policy and financial compliance for settlement of claims and finalisation thereof as per the Annual Performance Plan (APP) and Operational Plan. Conduct quality assurance on all operation submissions for approval i.e. research, verifications, valuations, offers, declarations, Section 42Ds and Section 26. Implement project management methodology for the management of land claims. Ensure effective and efficient risk management and implementation of internal legal and financial control. Ensure compliance to existing financial delegations. Regular review and implementation of existing control systems. Respond to requests for information (RFIs) and audit findings. Manage audit and risk issues. Ensure implementation of audit action plan. Ensure project on land claims are coordinated and settled in terms of Restitution Act, Public Finance Management Act (PFMA) and other applicable legislation and prescripts. Ensure effective and efficient management of allocated resources in order to prevent unauthorised, irregular, and fruitless expenditure. Coordinate the procurement function between Restitution Office and Shared Services Centre supply chain management. Ensure sound financial management in line with applicable policies and prescripts. Monitor and drive spending of the allocated budget. Ensure sound records and information management. Ensure proper control measures are in place regarding approval and authorisation of funds. Ensure compliance with all applicable legislations and departmental policies i.e. PFMA, Treasury regulations. Advice and assist the office on all issues of compliance regarding policy and legislation. Provide financial and operational plan reports. Coordinate preparations and submissions of quality assured reports as per APP and Operational Plan. Consolidate and compile the reports for management meetings.

- ENQUIRIES** : Dr M Du Toit Tel No: (053) 831 6501
- APPLICATIONS** : Applications can be submitted by hand delivery during office hours to: 600 Lillian Ngoyi Street (formerly known as Van der Walt Street), Berea Park, Pretoria, 0002 or by email to Post65@dlrrd.gov.za
- NOTE** : EE Targets: Coloured and White Males and African, Coloured and Indian Females and Persons with disabilities.
- POST 20/45** : **DIRECTOR: OPERATIONAL MANAGEMENT REF NO: 3/1/1/1/2026/66**
Directorate: Operational Management
- SALARY** : R1 317 384 per annum (Level 13), (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion that may be structured in accordance with the rules for Senior Management Services (SMS)
- CENTRE** : Eastern Cape (East London)
- REQUIREMENTS** : Minimum requirements: Applicants must be in a possession of a Grade 12 Certificate and a Bachelor's Degree / Advanced Diploma in Law / Agriculture / Economics / Social Sciences / Development Studies or related equivalent qualification (NQF Level 7) and a Nyukela certificate (Pre-entry Certificate to the SMS) submitted prior to appointment. Minimum of 5 years of experience at middle / senior managerial level. Job related knowledge: Thorough knowledge and understanding and / or experience in land reform or rural development. Knowledge of budget processes. Basic knowledge of financial and administration systems. Knowledge and implementation of Public Finance Management Act, Division of Revenue Act and Budgeting. Expenditure reporting. Monitoring and evaluation. Strategic planning. Human resource management. Supply chain management. Public Service Act. Preferential Procurement Policy Framework Act. Job related skills: Analytical. Communication (verbal and written). Computer literacy. Report writing. Problem solving and Negotiation. Strategic capabilities and leadership. Project management. Networking and Team management. Budget forecasting. A valid driver's licence.
- DUTIES** : Manage investigations and facilitate requests for restitution of land rights. Provide strategic leadership, overall management, and administration of claims. Lead, direct and oversee the quality of service delivery regarding the investigations of claims. Manage research and investigations of outstanding claims. Manage the undertaken project management for settlement of land claims. Overall management of the settlement of land claims. Oversee compliance with the standard operating procedures for the settlement cycle. Develop the strategic and general plans for the Commissioner and ensure that the strategic plans of the Commission are implemented, monitored and evaluated. Manage the implementation of restitution of land rights and facilitate

the settlement of claims. Develop and manage the standardisation of operations and service. Manage settlement of claims in the project register and Kuyasa Project list through the approval of Section 42D memorandum. Finalisation of land claims. Support operational teams during the packaging of settlement / sale agreements by facilitating negotiations with private investors and claimants. Overall management of the finalisation processes by the operations staff and compliance with standard operating procedures. Manage the workplans and performance of operational staff. Manage negotiations, communications, and liaison with stakeholders. Enhance intergovernmental relations. Ensure correct and adequate representation of the Regional Land Claims Commissioner (RLCC) at various levels and forums. Management of statistical information. Monthly and quarterly update of the information on Kuyasa database. Engagement and consultation with information management unit. Ensure management and safe keeping of records. Provide legal support services. Policy advocacy and implementation. Monitoring and evaluation of departmental policies. Implementation and reviewal of restitution legislation and policies. Provide support to the legal unit and implementation of legislation.

- ENQUIRIES** : Mr SR Rasalanavho Tel No: (012) 407 4453
- APPLICATIONS** : Applications can be submitted by hand delivery during office hours to: 600 Lillian Ngoyi Street (formerly known as Van der Walt Street), Berea Park, Pretoria, 0002 or by email to Post66@dlrrd.gov.za
- NOTE** : EE Targets: Coloured and White Males and African, Coloured and Indian Females and Persons with disabilities.
- POST 20/46** : **DIRECTOR: OPERATIONAL MANAGEMENT REF NO: 3/1/1/1/2026/67**
Directorate: Operational Management
- SALARY** : R1 317 384 per annum (Level 13), (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion that may be structured in accordance with the rules for Senior Management Services (SMS)
- CENTRE** : Western Cape (Cape Town)
- REQUIREMENTS** : Minimum requirements: Applicants must be in a possession of a Grade 12 Certificate and a Bachelor's Degree / Advanced Diploma in Law / Agriculture / Economics / Social Sciences / Development Studies or related equivalent qualification (NQF Level 7) and a Nyukela certificate (Pre-entry Certificate to the SMS) submitted prior to appointment. Minimum of 5 years of experience at middle / senior managerial level. Job related knowledge: Thorough knowledge and understanding and / or experience in land reform or rural development. Knowledge of budget processes. Basic knowledge of financial and administration systems. Knowledge and implementation of Public Finance Management Act, Division of Revenue Act and Budgeting. Expenditure reporting. Monitoring and evaluation. Strategic planning. Human resource management. Supply chain management. Public Service Act. Preferential Procurement Policy Framework Act. Job related skills: Analytical. Communication (verbal and written). Computer literacy. Report writing. Problem solving and Negotiation. Strategic capabilities and leadership. Project management. Networking and Team management. Budget forecasting. A valid driver's licence.
- DUTIES** : Manage investigations and facilitate requests for restitution of land rights. Provide strategic leadership, overall management, and administration of claims. Lead, direct and oversee the quality of service delivery regarding the investigations of claims. Manage research and investigations of outstanding claims. Manage the undertaken project management for settlement of land claims. Overall management of the settlement of land claims. Oversee compliance with the standard operating procedures for the settlement cycle. Develop the strategic and general plans for the Commissioner and ensure that the strategic plans of the Commission are implemented, monitored and evaluated. Manage the implementation of restitution of land rights and facilitate the settlement of claims. Develop and manage the standardisation of operations and service. Manage settlement of claims in the project register and Kuyasa Project list through the approval of Section 42D memorandum. Finalisation of land claims. Support operational teams during the packaging of settlement / sale agreements by facilitating negotiations with private investors and claimants. Overall management of the finalisation processes by the operations staff and compliance with standard operating procedures. Manage the workplans and performance of operational staff. Manage negotiations,

communications, and liaison with stakeholders. Enhance intergovernmental relations. Ensure correct and adequate representation of the Regional Land Claims Commissioner (RLCC) at various levels and forums. Management of statistical information. Monthly and quarterly update of the information on Kuyasa database. Engagement and consultation with information management unit. Ensure management and safe keeping of records. Provide legal support services. Policy advocacy and implementation. Monitoring and evaluation of departmental policies. Implementation and review of restitution legislation and policies. Provide support to the legal unit and implementation of legislation.

ENQUIRIES : Mr SR Rasalanavho Tel No: (012) 407 4453
APPLICATIONS : Applications can be submitted by hand delivery during office hours to: 600 Lilian Ngoyi Street (formerly known as Van der Walt Street), Berea Park, Pretoria, 0002 or by email to Post67@dlrrd.gov.za

NOTE : EE Targets: Coloured and White Males and African, Coloured and Indian Females and Persons with disabilities.

POST 20/47 : **DIRECTOR: OPERATIONAL MANAGEMENT REF NO: 3/1/1/1/2026/68**
 Directorate: Operational Management

SALARY : R1 317 384 per annum (Level 13), (all-inclusive package). The package includes a basic salary (70% of package), and a flexible portion that may be structured in accordance with the rules for Senior Management Services (SMS)

CENTRE : Northern Cape (Kimberley)
REQUIREMENTS : Minimum requirements: Applicants must be in a possession of a Grade 12 Certificate and a Bachelor's Degree / Advanced Diploma in Law / Agriculture / Economics / Social Sciences / Development Studies or related equivalent qualification (NQF Level 7) and a Nyukela certificate (Pre-entry Certificate to the SMS) submitted prior to appointment. Minimum of 5 years of experience at middle / senior managerial level. Job related knowledge: Thorough knowledge and understanding and / or experience in land reform or rural development. Knowledge of budget processes. Basic knowledge of financial and administration systems. Knowledge and implementation of Public Finance Management Act, Division of Revenue Act and Budgeting. Expenditure reporting. Monitoring and evaluation. Strategic planning. Human resource management. Supply chain management. Public Service Act. Preferential Procurement Policy Framework Act. Job related skills: Analytical. Communication (verbal and written). Computer literacy. Report writing. Problem solving and Negotiation. Strategic capabilities and leadership. Project management. Networking and Team management. Budget forecasting. A valid driver's licence.

DUTIES : Manage investigations and facilitate requests for restitution of land rights. Provide strategic leadership, overall management, and administration of claims. Lead, direct and oversee the quality of service delivery regarding the investigations of claims. Manage research and investigations of outstanding claims. Manage the undertaken project management for settlement of land claims. Overall management of the settlement of land claims. Oversee compliance with the standard operating procedures for the settlement cycle. Develop the strategic and general plans for the Commissioner and ensure that the strategic plans of the Commission are implemented, monitored and evaluated. Manage the implementation of restitution of land rights and facilitate the settlement of claims. Develop and manage the standardisation of operations and service. Manage settlement of claims in the project register and Kuyasa Project list through the approval of Section 42D memorandum. Finalisation of land claims. Support operational teams during the packaging of settlement / sale agreements by facilitating negotiations with private investors and claimants. Overall management of the finalisation processes by the operations staff and compliance with standard operating procedures. Manage the workplans and performance of operational staff. Manage negotiations, communications, and liaison with stakeholders. Enhance intergovernmental relations. Ensure correct and adequate representation of the Regional Land Claims Commissioner (RLCC) at various levels and forums. Management of statistical information. Monthly and quarterly update of the information on Kuyasa database. Engagement and consultation with information management unit. Ensure management and safe keeping of records. Provide legal support services. Policy advocacy and implementation. Monitoring and evaluation of departmental policies. Implementation and review of restitution

legislation and policies. Provide support to the legal unit and implementation of legislation.

- ENQUIRIES** : Mr SR Rasalanavho Tel No: (012) 407 4453
APPLICATIONS : Applications can be submitted by hand delivery during office hours to: 600 Lillian Ngoyi Street (formerly known as Van der Walt Street), Berea Park, Pretoria, 0002 or by email to Post68@dlrrd.gov.za
NOTE : EE Targets: Coloured and White Males and African, Coloured and Indian Females and Persons with disabilities.

OTHER POSTS

- POST 20/48** : **SENIOR SUPPLY CHAIN PRACTITIONER: ASSET MANAGEMENT REF NO: 3/1/1/1/2026/58**
Directorate: Logistics and Asset Management

- SALARY** : R413 001 per annum (Level 08)
CENTRE : Gauteng (Pretoria)
REQUIREMENTS : Minimum requirements: Applicants must be in a possession of a Grade 12 Certificate and a National Diploma in Financial Accounting / Commerce / Public Administration (Management) or related equivalent qualification. Minimum of 2 years working experience in asset management. Job related knowledge: Public Finance Management Act, Treasury Regulations, Preferential Procurement Policy Framework Act (PPPFA), Departmental Supply Chain Management Procedures and Policy, Asset management prescripts and Procedures. Job related skills: Computer literacy. Interpersonal relations and conflict management. General administration. Communication (verbal and written). Supervisory responsibility. A valid driver's licence. Teamwork.

- DUTIES** : Ensure effective management of asset additions. Ensure capturing newly procured assets. Physical barcode movable assets. Ensure that the acceptance form is duly completed and signed. Maintain an asset addition file with supporting documents. Ensure effective management of Asset Disposal Process. Identify and compile list of redundant, obsolete and damaged assets for disposal. Obtain approval through Disposal Committees. Facilitate the disposal of assets according to the recommendations of the Disposal Committee. Ensure that the asset register (BAUD) is updated for all assets approved by the Disposal Committee. Maintain a disposal file with supporting documents. Maintain a register for all lost assets supported by the relevant supporting documents. Compile and submit the asset disposal closeout report. Ensure effective management of the reconciliation between the asset register (BAUD) and expenditure (BAS). Extract BAS reports. Request payment batches from the province. Match the register for assets purchased against the payment batches. Compile and submit reconciliation report. Ensure effective management of the asset verification process. Draft the asset verification plan / Schedule. Perform asset verification and reconcile the physical count with the asset register. Investigate discrepancies detected after reconciliation and perform spot checks. Updating asset verification information and records. Compile the asset verification reporting. Ensure effective management of the BAUD System. User creations password reset. User terminations. Change user access rights Perform backups of asset register. System optimization and functionality.

- ENQUIRIES** : Mr S Mzamo Tel No: (012) 312 8206
APPLICATIONS : Applications can be submitted by hand delivery during office hours to: 600 Lillian Ngoyi Street (formerly known as Van der Walt Street), Berea Park, Pretoria, 0002 or by email to Post58@dlrrd.gov.za

- NOTE** : EE Targets: Coloured, Indian and White Males and Coloured, Indian and White Females and Persons with Disabilities.

- POST 20/49** : **RECEPTIONIST / TELECOM OPERATOR REF NO: 3/1/1/1/2026/69**
Directorate: District Office

- SALARY** : R237 453 per annum (Level 05)
CENTRE : Northern Cape (ZF Mgcawu / Pixley Ka Seme District)
REQUIREMENTS : Minimum requirements: Applicants must be in a possession of a Grade 12 Certificate. Job related knowledge: Computer literacy particularly Microsoft Excel. Job related skills: Excellent communication (verbal and written) and interpersonal relations. Good organisational and People. Telephone etiquette. Ability to communicate well with people at different levels and from different

backgrounds. Highly reliable. Ability to act with tact and discretion. Good grooming and presentation. Proficiency in at least 2 of the official languages in relevant province.

DUTIES

: Facilitate telephonic and related administration. Keep and maintain incoming and outgoing documents register of the component. Attend to incoming telephone calls. Screen and forward calls. Receive telephone messages. Record telephone messages. Develop and maintain a database of contact numbers for officials. Administrate attendance register. Administrate telephone account. Facilitate switch board operation services. Receive requests from users by email. Arrange the new / movement / swap / block / unblocking of extensions. Programme the system for new / movement / swap / block / unblocking the system. Test the line after programming. Inform the user. Attend to clients with queries and provide information. Provide information to the clients and answer all general enquiries. Facilitate boardroom bookings. Manage and update calendar for boardroom bookings.

ENQUIRIES

: Mr D Leberegane Tel No: (053) 830 4060

APPLICATIONS

: Applications can be submitted by hand delivery during office hours to: Magistrate Court Building, 6th floor, Knight Street, Corner of Stead Street, Kimberley, 8300 or by email to Post69@dlrrd.gov.za

NOTE

: EE Targets: African, Coloured, Indian and White Males and African, Coloured, Indian and White Females and Persons with Disabilities.

OFFICE OF THE CHIEF JUSTICE

The Office of the Chief Justice is an equal opportunity employer. In the filling of vacant posts, the objectives of section 195 (1)(i) of the Constitution of South Africa, 1996, the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act55) of 1998) and the relevant Human Resources policies of the Department will be taken into consideration and preference will be given to Women, Persons with Disabilities and youth.



- APPLICATIONS** : **National Office (Midrand):** Quoting the relevant reference number, direct your application to: The Director: Human Resources, Office of the Chief Justice, Private Bag X10, Marshalltown, 2107 or hand deliver applications to the Office of the Chief Justice, Human Resource Management, 188, 14th Road, Noordwyk, Midrand, 1685.
- KwaZulu Natal/Pietermaritzburg/Durban:** Quoting the relevant reference number, direct your application to: The Provincial Head: Office of the Chief Justice, Private Bag X54314, Durban, 4000. Application can also be hand delivered to Office of the Chief Justice Durban High Court, Human Resource Office, Ground Floor, Corner Somsteu Road and Stalwart Simelane Street, Durban, 4000
- CLOSING DATE** : 29 June 2026
- NOTE** : All applications must be submitted on a New Z83 form, which can be downloaded on internet at www.judiciary.org.za / www.dpsa.gov.za/dpsa2g/vacancies.asp or obtainable 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). Please send your documents in a PDF and put them in one folder. 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. 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. All shortlisted candidates for SMS posts will be subjected to a technical competency exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend generic managerial competencies using the mandated DPSA SMS competency assessment tools. Applicants could be required to provide consent for access to their social media accounts. Prior to appointment for SMS, a candidate would be required to complete the Nyukela Programme: Pre-entry Certificate to Senior Management Services as endorsed by DPSA which is an online course, endorsed by the National School of Government (NSG). The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Each application form must be fully completed, duly signed and initialed on both pages 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 complete, sign and initial the application form will lead to disqualification of the application during the selection process. Applications on the old Z83 will unfortunately not be considered. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation 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. 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. The Office the Chief Justice complies with the provisions of the Protection of Personal Information Act (POPIA); Act No. 4 of 2013. We will use your personal information provided to us for the purpose of recruitment only and more specifically for the purpose of the position/vacancy you have applied for. In the event that your application was unsuccessful, the Office of the Chief Justice will retain your personal information for internal audit purposes as required by policies. All the information requested now or during the process is required for recruitment purposes. Failure to provide requested information will render your application null and void. The Office of the Chief Justice will safeguard the security and confidentiality of all information you shared during the recruitment process.

OTHER POSTS

- POST 20/50** : **DEPUTY DIRECTOR: ADMINISTRATION AND GOVERNANCE SUPPORT SERVICES REF NO: 2026/42/OCJ**
- SALARY** : R932 292 - R1 098 195 per annum (Level 11), all-inclusive package. consisting of 70%/ 75% basic salary and 30%/25% flexible portion that may be structured in terms of the applicable rules. The successful candidate will be required to sign a performance agreement.
- CENTRE REQUIREMENTS** : National Office: Midrand
 : Applicants should be in possession of a National Diploma/ Bachelor's Degree or Advanced Diploma in Political Science/ Public Management and Governance/ Legal/ Public Administration or relevant qualification at NQF level 6/7, Minimum of 5 years' experience of which 3 years should be at ASD/Junior management level in parliamentary and governance environment, A driver's license. An LLB will serve added as an advantage. All shortlisted candidates shall undertake a pre-entry practical exercise as part of the assessment method to determine the candidate's suitability based on the post's technical and generic requirements Knowledge and skills: Knowledge of the Constitution of the Republic, extensive knowledge and experience in Parliamentary operations, knowledge of Legislative Framework, Medium Term Strategic Framework (MTSF), understanding of Treasury and PFMA Regulations, Government legislation, Monitoring and evaluation methods, Legislative drafting and National Development Plan, knowledge of government systems and structures, knowledge of relevant legislations and prescripts, computer Literacy, problem solving skills, verbal and written communication skills, analytical skills, interpersonal skills, negotiation skills, people and diversity management skills, strategic and analytical skills. sound financial management skills, report writing skills, presentation skills, research skills, project management skills, ability to work with diverse people, ability to interpret and apply policy.
- DUTIES** : Ensure administrative support to the Secretary General pertaining to committee programme: Serve as a central point of contact between OCJ Leadership, Ministry and Parliament, ensuring compliance with protocols and Parliamentary Committees programme: Tracking parliamentary debates, committee meetings and parliamentary questions related to OCJ and the Judiciary: Analyse questions, co-ordinate, draft and facilitate responses to Parliamentary questions posed to the Minister or Department ensuring the responses are timeously submitted and comply with parliamentary standards: Prepare briefings, presentation and reports (in consultation with relevant Units) for Parliamentary Committee meetings: Coordinate the attendance of parliamentary meetings, events and debates, Secretariat support to all OCJ Governance Structures and when required with ad-hoc management projects, Conduct research on governance best practices to ensure alignment and the highest standard of professionalism: Advise management on parliamentary procedures, policy matters and the implications of the legislative developments: Provide and maintain record management systems with respect to parliamentary questions, reports emanating from the engagements with parliamentary committees, policies and procedures: Manage the Sub Directorate to ensure good governance practises and compliance with relevant legislation and policies: Management of performance and development and undertake Human Resource and other related administrative functions.

- ENQUIRIES** : Technical Related Enquiries: Ms S Mpheshwa Tel No: (010) 493 2535
HR Related Enquiries: Mr K Mphela Tel No: (010) 493 2527
- APPLICATIONS** : Applications can be sent via email to 2026/42/OCJ@judiciary.org.za
- NOTE** : The Organisation will give preference to candidates in line with the Employment Equity goals.
- POST 20/51** : **JUDGE'S SECRETARY REF NO: 2026/45/OCJ**
Re-advertisement, applicants who previously applied are encouraged to re-apply
- SALARY** : R338 106 – R398 277 per annum (Level 07). The successful candidate will be required to sign a performance agreement.
- CENTRE** : KwaZulu Natal Division of The High Court: Pietermaritzburg
- REQUIREMENTS** : Applicants should be in possession of an LLB Degree or a minimum of 20 modules completed towards an LLB, BA / BCom Law degree. A minimum of one (1) year secretarial experience. A valid driver's license will serve as an added advantage. All shortlisted candidates shall undertake a pre-entry practical exercise as part of the assessment method to determine the candidate's suitability based on the post's technical and generic requirements. Skills and competencies: Good communication skills (verbal and written), administration and organisational skills, exceptional interpersonal skills, ability to meet strict deadlines and to work under pressure, attention to detail, customer service skills and excellent typing skills including Dictaphone typing, confidentiality and time management, computer literacy (MS Word) and research capabilities.
- DUTIES** : Render Secretarial support to the Judiciary, diarise the appointments and meetings of the Judge, type and file the judgments, ensure the judgments that are handed down (delivered), signed draft orders granted in court or virtually are sent to the Typist for scanning, upload unto Case-lines/Court-Online and the Library, ensure that all visitors are received, screened and their queries are attended to, record all incoming and outgoing documents, order and collect stationery for the Judge, provide support functions to Civil, Criminal and review matters/courts and case allocations in chambers, collect the files before the commencement of a Criminal matter from the Registrar's office at the Criminal section keep update the register of reviews and sign on receipt to return the reviews to the Clerk, ensure that the register/template of the reserved judgement is updated and notify the Statistics Officer and the office of the Judge President when judgment has been handed down, ensure that the transcribed judgements from transcribers reach the Judges for approval and signature. Prepare court rolls for Opposed Motion and Urgent Court and distribute to stakeholders, ensure that the Heads of Arguments from various stakeholders are available to the Judge as per the filing that was done, provide support functions to civil / criminal courts. Administer the correct Oath ID or declaration in court, when required, ensure that the bench book of the Judge is prepared and files are taken by Ushers to Court before the commencement of the proceedings, ensure that all stakeholders involved are present in court before commencement of proceedings, ensure that all cases are called on record as per the court roll by means of calling the case number and the parties' names, before a Judge can allow parties to start with their matters, ensure that in the Criminal Court exhibits are handled, controlled and noted professionally, provide general administrative support to the Judiciary, ensure that all the travel, accommodation arrangements are in order and attend to sign the documents for approval, ensure that the Judge's logbook is submitted on or before the 5th of every month to the Transport Officer, ensure that the car is booked for either maintenance and service, receive the pre-authorisation for the Judge's vehicle, remind Judge of the invoices so that the submission of the S&T claims can be processed, ensure the submissions of Cell phone and 3G data claims for process purposes, ensure that all updates on the loose leafs in the Judges library are attended to.
- ENQUIRIES** : Technical Related Enquiries: Mr MN Zondi Tel No: (033) 345 8211
HR Related Enquiries: Ms SZ Mvuyana Tel No: (031) 4931723
- APPLICATIONS** : Applications can be sent via email to 2026/45/OCJ@judiciary.org.za
- NOTE** : The Organisation will give preference to candidates in line with the Employment Equity goals.

- POST 20/52** : **SECURITY SUPERVISOR REF NO: 2026/46/OCJ**
- SALARY** : R237 453 – R279 708 per annum (Level 05). The successful candidate will be required to sign a performance agreement.
- CENTRE REQUIREMENTS** : KwaZulu Natal Local Division of The High Court: Durban
 Applicants should be in possession of Grade 12. Grade B PSIRA certificate, a minimum of three (03) years Security related experience and a valid driver's license will serve as an added advantage. All shortlisted candidates shall undertake a pre-entry practical exercise as part of the assessment method to determine the candidate's suitability based on the post's technical and generic requirements. Knowledge and skills: Knowledge of the access control procedures for the control and movement of equipment and stores, prescribed security procedures (e.g., MIS, NISA, Protection of Information Act, etc.) and the authority of security officers under these documents. knowledge of the relevant emergency procedures. Security Policy and Procedures. Access to Public Premises and Vehicle Act. OHS Act, 85 of 1993. computer literacy (MS Office), Communication (verbal & written), supervisory, problem solving skills, decision making skills, good interpersonal relations, listening skills and planning and organising skills.
- DUTIES** : Authorise the equipments, documents and stores into or out of the building or premises, inspect and report all none functioning of security measures (e.g. X-Ray machines, walk-through metal detectors, security lights, CCTV, Biometrics, etc.). check incidents/occurrence books/registers, monitor and provide support in case of emergencies, monitor outcomes and institute the necessary corrective measures to address deviations from norms and standards, monitor access control to prevent unauthorised entry in buildings and other premises, identify risks and threats to the security of the department, provide information regarding incidents to investigating officers, conduct preliminary incident investigations and submit reports, report faulty equipment/systems, ensure systems are functioning optimally through scheduled services, monitor and respond to alarm system, supervise all control room activities. report all incidents and any identified non-compliance relating to security prescripts, review of footages upon request through proper procedure, update all registers for the incidents observed, determine rosters, shift schedules and overtime, control leave and related personnel matters in line with HR procedures and prescripts, administer key control system, monitor performance of employees and determine training needs. Contract management and management of outsourced security services. compile and submit monthly reports on security and OHS related matters.
- ENQUIRIES** : Technical Related Enquiries: Ms K Marias Tel No: (031) 492 5502
 HR Related Enquiries: Ms SZ Mvuyana Tel No: (031) 493 1723
- APPLICATIONS** : Applications can be sent via email to 2026/46/OCJ@judiciary.org.za
- NOTE** : The Organisation will give preference to candidates in line with Employment Equity goals.

OFFICE OF THE PUBLIC SERVICE COMMISSION

The Office of the Public Service Commission (OPSC) is an equal opportunity representative employer. Therefore, the OPSC is intentional in promoting representivity (race, gender and disability) in the Public Service through filling these positions in line with the approved Employment Equity Plan. All candidates whose appointment/transfer/promotion will promote representativeness are encouraged to apply. Preference will be given to Coloureds, Indians, Whites and persons with disabilities. An indication of representativeness profile by applicants will expedite the processing of applications.

- APPLICATIONS** : You can apply on www.psc.gov.za under “vacancies” or forward your application stating the relevant reference number to: The Director-General, Office of the Public Service Commission, Private Bag X121, Pretoria, 0001 or hand-deliver at Commission House, Office Park Block B, 536 Francis Baard Street, Arcadia, Pretoria.
- FOR ATTENTION** : Mr M Mabuza
- CLOSING DATE** : 29 June 2026; 16h30
- NOTE** : Applications must consist of a) A fully completed and signed PDF Z83 application form which came into effect on 1 January 2021 and can be downloaded at www.dpsa.gov.za-vacancies. b) A recent comprehensive PDF CV with a minimum of three (3) contactable referees with their telephone numbers and email addresses. Only shortlisted candidates will be required to bring certified copies of ID, drivers' license and qualifications on or before the interviews. Should you be in possession of a foreign qualification(s), it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). The successful candidate will be required to obtain a top-secret clearance issued by the State Security Agency. The OPSC will verify the qualifications and conduct personnel suitability checks on recommended candidates. Correspondence will be limited to shortlisted candidates only, thus, if you have not been contacted within 3 months from the closing date of this advertisement, please accept that your application was unsuccessful. Please take note that late applications will not be considered and the OPSC will not be held liable. 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. Following the interview and technical exercise on SMS posts, the Selection Committee will recommend a candidate/s to attend a generic managerial competency assessment (in compliance with the DPSA Directives on the competency-based assessments). The competency will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. Note (A pre-entry certificate (Nyukela) obtained from the National School of Government (NSG) prior appointment for all SMS appointments is required). Applicants are advised against the use of the old Z83 application form which was valid until 31 December 2020 because it will render such application/s invalid. All shortlisted candidates must avail themselves on the date and time determined by the OPSC. The OPSC reserves the right to fill or not fill any vacancy.

MANAGEMENT ECHELON

- POST 20/53** : **CHIEF DIRECTOR: PEOPLE MANAGEMENT PRACTICES REF NO: CD/PMP/05/2026**
This is a re-advertisement, applicants who previously applied are encouraged to re-apply.
- SALARY** : R1 554 696 per annum, (all-inclusive remuneration package). The package includes a basic salary (70% of package), State's contribution to the Government Employees Pension Fund (13% of basic salary) and a flexible portion of 30% that may be structured in terms of applicable rules. The successful candidate will be required to enter into a performance agreement within three months after assumption of duty.
- CENTRE** : Public Service Commission House, Pretoria
- REQUIREMENTS** : Ideal candidate's profile: The successful candidate must have an appropriate recognised Bachelor's Degree (NQF level 7) in Public Management / Public Administration / Human Resource Management / Industrial Psychology. A Nyukela certificate for entry into the Senior Management Service (SMS)

obtained from the National School of Government (NSG) should be submitted prior to appointment. 5 years' experience at the senior managerial level in Human Resource Management or Corporate Services. Thorough understanding and knowledge of the legislative framework governing human resources. Skills: Planning and organizing. Strategic capability and leadership. Communication. Honesty and integrity. Problem solving and analysis. Team leadership. Client orientation and customer focus. Knowledge management. Financial management. Programme & project management. Change management. Organizational development. Service delivery innovation. People management and empowerment. Microsoft Office Suite. A Valid driver's license (with exception of disabled applicants).

DUTIES : Ensure the provision of efficient Human Resource Management, Human Resource Development, Organisational Development and Transformation services to the clients of the organisation. Ensure the provision of a safe, secure and conducive work environment. Ensure the provision of internal and external communication services. Lead and direct the utilization of the resources allocated to the Chief Directorate.

ENQUIRIES : Mr B Saki Tel No: (012) 352 1196

OTHER POST

POST 20/54 : **SENIOR HUMAN RESOURCE PRACTITIONER: RECRUITMENT AND SELECTION: REF NO SHRP: R&S/06/2026**

SALARY : R413 001 per annum (Level 08)
CENTRE : Public Service Commission House, Pretoria
REQUIREMENTS : Ideal candidate profile: Applicants must be in possession of a Senior Certificate (NQF Level 4). A National Diploma (NQF level 6) in Human Resource Management / Human Resource Development / Labour Relations Management / Organisational Development. 3-4 years' experience as a Personnel Officer/Principal Personnel Officer or Human Resource Practitioner in the area of Recruitment and Selection, Human Resource Planning, Job Evaluation, Employment Equity and Conditions of Service. Introduction to PERSAL Certificate/PERSAL Administration Certificate/Job Evaluation Analyst Certificate. Knowledge of relevant HR prescripts including skills development Act, Labour Relations Act, Basic Conditions of Employment and others. Writing and verbal communications skills. Policy Development Skills. Presentations skills. Interpersonal skills. Project management skills. Must have a valid driver's licence with exception of people with disabilities.

DUTIES : Facilitate Recruitment and Selection. Facilitate and provide support to the Employment Equity Consultative Forum. Facilitate Human Resource Planning. Administer and process Conditions of Service and Employee Benefits. Facilitate the Job Evaluation process.

ENQUIRIES : Ms K Mothoagae Tel No: (012) 352 1051

DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE

The Department of Public Works and Infrastructure is an equal opportunity, affirmative action employer. The intention is to promote representatively in the Public Service through the filling of these posts and with persons whose appointment will promote representatively, will receive preference. An indication by candidates in this regard will facilitate the processing of applications. If no suitable candidates from the unrepresented groups can be recruited, candidates from the represented groups will be considered. People with disabilities are encouraged to apply.

**APPLICATIONS**

- Head Office (Pretoria) Applications:** The Director-General, Department of Public Works and Infrastructure, Private Bag X65, Pretoria, 0001 or CGO Building, Corner Bosman and Madiba Street, Pretoria. For Attention: Ms NP Mudau
- Cape Town Regional Office Applications:** The Regional Manager, Department of Public Works, Private Bag X9027, Cape Town, 8000. Or Hand Deliver at Ground floor, Customs House, Lower Heerengracht Street, Cape Town. For Attention: Ms. C Rossouw
- Mmabatho Regional Office Applications:** The Regional Manager, Department of Public Works and Infrastructure, Private Bag X120, Mmabatho 2735, or hand deliver: 810 Corner Albert Luthuli Drive and Maisantwa Street. Unit 3, Mmabatho. For Attention: Mr. T. Oagile.
- Gqeberha Regional Office Applications:** The Regional Manager, Department of Public Works, Private Bag X3913, North End, Port Elizabeth, 6056. Hand delivery: Room 430, Corner. Hancock & Robert Street, North End, Port Elizabeth, 6056. For Attention: Ms S Mafanya/ Ms. P Buwa.
- Polokwane Regional Office Applications:** The Regional Manager, Department of Public Works Private Bag X9469, Polokwane, 0700 or Hand deliver at 78 Hans van Rensburg Street, Old Mutual Building, 1st Floor, Polokwane. For Attention: Mr. NJ Khotsa

CLOSING DATE

- : 03 July 2026 at 16H00

NOTE

- : Applications must be submitted on the prescribed Z83 application form (obtainable from any Public Service Department or on the DPSA website link: <https://www.dpsa.gov.za/newsroom/psvc/>, which must be signed, initialled and dated by the applicant, and must be accompanied by a detailed curriculum vitae (CV) only. Candidates are not required to submit certified copies of qualifications and related documents on application. Only shortlisted candidates will be required to submit certified copies of qualification and other related documents on or before the date of interview, which should not be older than six months. Should an application be submitted using incorrect/old Z83 application form, such an application will be disqualified. Further take note of the following on completion of Z83 application form: PART A and PART B must be fully completed. PART C - PART G: Noting that there is a limited space provided applicants may refer to CV or indicate. This will be acceptable as long as the CV has been attached and provides the required information. Page 1 of the Z83 application form must be initialled and page 2 signed and dated by the applicant. Failure to comply with the above instructions may result in an application being disqualified. Applicants applying for more than one advertised post must submit separate Z83 application forms and CVs in respect to each post being applied for. Should an application be received where an applicant has applied for more than one posts on the same Z83 application form, the applicant will be considered for the first post indicated on the Z83 application form only. Applications will be received via post/courier services, hand deliveries or email. Late applications will not be considered. Regulation 57 (c) and 67 (9) of the Public Service Regulations 2016, as amended, requires the executive authority to ensure that he or she is fully satisfied of the claims being made and the finalisation of Personnel Suitability Checks in order to verify claims and check the candidate for purpose of being fit and proper for employment, respectively. Shortlisted candidates must be willing to undergo normal vetting and verification processes. Note: It is the responsibility of all applicants to ensure that foreign qualifications are evaluated by SAQA. Due to large volume of responses anticipated, receipt of applications will not be acknowledged, and correspondence will be limited to shortlisted candidates only. Should you not have heard from us within three months from the closing

date, please regard your application as unsuccessful. Entry level requirements for SMS posts: in terms of the Directive on Human Resource Management and Development on Public Service Professionalisation Volume 1 a requirement for appointment into SMS posts is the successful completion of the Senior Management Pre-Entry programme as endorsed by the National School of Governance (NSG). The course is available at the NSG under the name Certificate for entry into SMS and the full details can be obtained by following the below link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. 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. Note: For emailed applications, please submit a single PDF document or one attachment per application to the email address designated on the specific position. Kindly note that the emailed applications and attachments should not exceed 15MB. It remains the candidate's responsibility to ensure that their application is successfully submitted using the required single pdf document.

OTHER POSTS

<u>POST 20/55</u>	<u>DEPUTY DIRECTOR: MONITORING AND EVALUATION REF NO: 2026/240</u>
<u>SALARY</u>	R932 292 per annum, (all-inclusive salary package), (Total package to be structured in accordance with the rules of the Middle Management service)
<u>CENTRE REQUIREMENTS</u>	Head Office (Pretoria) A minimum of three-year tertiary qualification (NQF Level 06) / National Diploma in Social Sciences/ Auditing/ Public Administration/ Statistics or related field. Relevant years' experience should be at the Junior Management level (ASD equivalent Level) related to research, monitoring and evaluation and data analysis. Knowledge: Knowledge on Monitoring and evaluation processes; Research methodologies; Knowledge on governmental guidelines; Public Finance Management Act (PFMA); Policy Framework for the Government-wide Monitoring and Evaluation System; South African Statistical Quality Assessment Framework; National Evaluation Policy Framework (NEPF); Policy imperatives; Strategic Planning Guidelines; Administration of Service Level agreements; Procurement processes. Skills: Computer literacy; Effective communication (verbal and written); Planning and organisation; Relationship management; Programme and project management; Interpersonal and diplomacy skills; Analytical thinking; Problem solving skills; Decision making skills; Motivational skills; Negotiation skills; Conflict management; Presentation skills. Personal Attributes: Tenacity; Dedication; Honesty; Exceptional level of integrity; Innovation; Adaptability; Creative; Solution orientated – ability to design ideas without direction; Ability to work under stressful situations; Ability to communicate at all levels; People orientated; Hard-working; Highly motivated.
<u>DUTIES</u>	Manage the development the monitoring policies and tools: Conduct research and keep updated on the latest trends. Develop and review monitoring policies. Develop and review monitoring reporting templates. Ensure that reporting systems have structured monitoring and evaluation reporting framework, outlining indicators and tools. Contribute towards the continual review and improvement of monitoring systems and framework. Oversee the implementation of the departmental monitoring and reporting tools: Support data monitoring and reporting initiatives within the department. Manage the implementation of monitoring and evaluation system. Facilitate training of departmental business units and users. Manage the implementation of recommendations from monitoring reports. Manage the administration of sector coordination and management on performance information through NAPROV. Manage reporting training of performance management to the and convention of bilateral meetings with departmental business units and users. Monitor implementation of service standards and SDIPs. Monitor the implementation of EXCO and Cabinet Decisions. Train and engage Provinces through National and Provincial Planning Monitoring and Evaluation Forum. Ensure that all branches submit quarterly performance reports. Ensure that Provinces submit the Standardised Sector Indicators. Ensure provision of support services within Policy Research, Strategy, M & E branch: Participate in the unit's management forums and ad hoc committees as per senior management directive. Facilitate and present regular progress reports in line

with the structured reporting system – monthly quarterly/ mid-year and end-year reporting. Facilitate workshops and other related engagements with business units in relation to monitoring and evaluation of the reporting system. Provide support in Monitoring & Evaluation of budgetary alignment to program/project development: Analysis of TMC and other relevant reports. Verification of information against data sources [BAS, WCS, PMIS etc]. Alignment of findings to strategic and operational plans. Report quarterly, bi-annually and annually. Review and report on the budgetary finances of the unit. Manage the Directorate: Establish and maintain appropriate internal controls and reporting systems to meet performance expectations; Develop and manage the operational plan of the Directorate and report on progress as required; Manage performance and development of employees; Establish, implement and maintain efficient and effective communication arrangements; Compile and submit all required administrative reports; Quality control of work delivered by employees; Monitor the budget and expenditures for the Directorate.

**ENQUIRIES
APPLICATIONS**

: TK Sekgala Tel No: (012) 406 1301/
: For Head Office: Email to: Recruitment26-51@dpw.gov.za

POST 20/56

: **ASSISTANT DIRECTOR: USER DEMAND MANAGEMENT REF NO:
2026/241**

**SALARY
CENTRE
REQUIREMENTS**

: R605 742 per annum
: Cape Town Regional Office
: A minimum of three year-tertiary qualification (NQF Level 06) / National Diploma in Public Administration, Management, Public Relations and Communication, Real Estate Management or Social Science. Relevant years of experience within stakeholder engagement, coordination in any field of property and a valid driver's license. The ideal candidate should have planning skills, programme management, and client relations skills. An understanding of different facets of the built environment and property industry is essential. Knowledge: Works Control System (WCS); Public Finance Management Act (PFMA); Treasury Regulations; knowledge of the built environment; project and programme management; construction regulations; occupational health and safety; Emerging Contractor Development Programme; sound budgeting; procurement processes and Government Immovable Asset Management Act (GIAMA). Skills: Advanced numeracy; organizing; interpersonal skills; diplomacy; ability to follow a pro-active and creative problem; solving approach; communication; advanced computer literacy. Personal Attributes: Innovative; creative; trustworthy; hardworking; self-motivated; ability to work under pressure; analytical thinking; facilitation; research. Willingness to adapt work schedule in accordance with office requirements. Committed to designated tasks.

DUTIES

: Apply applicable policies, methods, best practices and standards as well as ensure compliance with relevant user demand management regulations. Facilitate the delivery of the accommodation services for Client Departments. Co-ordinate and monitor the budget and expenditure levels of clients Department. Supervise employees to ensure an effective service delivery. The incumbent will be responsible for Key Account Management as a contact point between the National Department of Public Works & Infrastructure and assigned client departments. Ensure monitoring and implementation of programmes for leased accommodation, capital works and planned maintenance services. Render assistance to assigned client departments in appropriately formulating accommodation requirements, asset plans and budget. Assist with the consolidation and compilation of accommodation related information in reporting to the client. Ensure efficient turnaround times on strategic initiatives and programme related reports. Facilitate, chair and minute regular forum meetings with client departments. Advice, interact with and source information from client departments and departmental service providers. Liaise with internal stakeholders in assisting external stakeholders with registered queries. Assist with the implementation and management of Service Level Agreements for client departments. Assist in the preparation of reports to top management and all relevant stakeholders. Give inputs towards the compilation and implementation of annual business plans for the Directorate. Conduct site visits to ensure that state owned properties are utilized efficiently and optimally. This post will require official travelling, working

overtime and the incumbent must be willing and be able to travel as and when required.

ENQUIRIES : Ms. B Ntoni Tel No: (021) 402 2020
APPLICATIONS : For Cape town regional office: Email to: RecruitCPT26-61@dpw.gov.za

POST 20/57 : **SENIOR FORENSIC INVESTIGATOR: [GOVERNANCE, RISK AND COMPLIANCE BRANCH] REF NO: 2026/242**

Key Purpose Statement: To assist with the planning, executing and reporting on assigned forensic investigations in a professional manner thereby ensuring cost effective forensic investigations on behalf of the Department of Public Works.

SALARY : R413 001 per annum
CENTRE : Head Office (Pretoria)
REQUIREMENTS : A minimum of three-year tertiary qualification (NQF Level 06) / National Diploma/Degree in Auditing, Financial Management, Law or Criminology. Possession of Certificate in Forensic and Investigative Auditing will be an added advantage. Good interpersonal, organisational and communication skills are also required. Valid Driver's licence.

DUTIES : The successful candidate will be responsible for the following duties in the office of the Director-Fraud Awareness and Investigations: To plan and implement forensic investigations, gather comprehensive and complete evidence of alleged serious mismanagement of resources or unprofessional conduct, and develop summary of findings report on investigations completed with clear findings, conclusions and recommendations

ENQUIRIES : Mr M. Mabotja Tel No: (012) 406 1328
APPLICATIONS : For Head Office: Email to: Recruitment26-52@dpw.gov.za

POST 20/58 : **SENIOR ADMINISTRATIVE OFFICER: PROPERTY DISPOSALS REF NO: 2026/243**

SALARY : R413 001 per annum
CENTRE : Cape Town Regional Office
REQUIREMENTS : A minimum of three-year tertiary qualification (NQF Level 6) / National diploma in Real Estate Management, Property Law or related field. Relevant working experience. Knowledge of PFMA, Financial administration, Procurement directives and procedures, Reporting procedures, GIAMA, DISPOSAL ACT, BBBEE, Treasury Regulations, The PIE Act and the Squatter Acts. Skills: Report writing, Accounts and numeric skills, Analytical thinking, Interpersonal skills, Problem solving, Organising and planning skills. A valid driver's license, willingness to travel.

DUTIES : Administer the disposal process of redundant and superfluous residential properties. Conduct research to obtain information for the disposal of property and compile reports, provide admin support in redressing of the property ownership problem through Land Reform, Liaise with Regional Land claims commission to check for claims against property to be disposed. Support the monitoring and evaluation of approved projects in the regional offices. Administer financial processes on the disposal of fixed assets, Facilitate the valuation of properties to be disposed, Compile budget review report on property disposal, Administrate the recovery of state funds, Prepare and present quarterly projections to the Supply Chain Management. Supervise employees to ensure an effective service delivery.

ENQUIRIES : Ms I Murundwa Tel No: (021) 402 2056
APPLICATIONS : For Cape town regional office: Email to: RecruitCPT26-62@dpw.gov.za

POST 20/59 : **EMPLOYEE HEALTH AND WELLNESS PRACTITIONER (HRM) REF NO: 2026/244**

SALARY : R413 001 per annum
CENTRE : Cape Town Regional Office
REQUIREMENTS : A minimum of three-year tertiary qualification (NQF Level 06) / National diploma/ Degree in Social Science or Behavioural related qualification. Registration with professional bodies such as SACSSP and HPCSA. Relevant years of experience in the field. Willing to adapt work schedule in accordance with professional requirements Knowledge of Employee health and wellness practices, knowledge and understanding of HIV as a developmental issue, specialized knowledge of counselling, people management and

		empowerment, client orientation and customer focus, Structure and functioning of the Department and the sector. Language proficiency, effective communication, presentation skills, general management and organizational skills, interpretation of policies, ability to undertake research/gather information, ability to work independently. A valid driver's license and willingness to travel is essential.
<u>DUTIES</u>	:	HIV/AIDS and TB management: Mainstream HIV/AIDS and TB into the core functions of the department; Provide education, awareness and prevention programmes. Plan and conduct regular Health screenings. Distribution of wellness information material and articles. Health and Productivity Management Services: Coordinate Disease Management & Chronic illnesses awareness and education sessions, workshops; Support the department with incapacity cases. Organize Mental Health information sessions and distribution of articles on a regular basis. Liaise and make referrals to Mental Health institutions when required. Occupational Health and Safety Management: create awareness on occupational safety behaviour and provide information related to Injury on duty. Wellness management: Promote work life balance for employees. Provide support to Individuals through Wellness intervention (Psychosocial). Provide counselling to individual employees and their immediate family members. Conduct group counselling sessions for e.g. debriefing or trauma. Provide management with feedback through progress reports on referred cases while maintaining confidentiality. Support and advice managers on handling employees experiencing wellness related challenges. Promote individual Physical Wellness by encouraging sports activities. Plan and conduct retirement sessions. Facilitate and assist in the Medical Health Surveillance of employees placed in a hazardous environment.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms C Rossouw Tel No: (021) 402 2014
	:	For Cape town regional office: Email to: RecruitCPT26-63@dpw.gov.za
<u>POST 20/60</u>	:	<u>STATE ACCOUNTANT: ACCOUNTS PAYABLE REF NO: 2026/245</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R338 106 per annum
	:	Head Office Regional Office
	:	A minimum of three-year tertiary qualification (NQF Level 06)/ National Diploma in Financial Management or Cost and Management Accounting. Appropriate experience in financial accounting. Knowledge of Financial Systems, Financial Prescripts (GAAP and GRAP standards) and international standards. Working knowledge of Government financial systems (BAS, PERSAL, LOGIS). Knowledge and understanding of the PFMA, Treasury Regulations. Good communication skills, both verbal and written. Ability to work under pressure and meet deadlines.
<u>DUTIES</u>	:	Verification and processing of LOGIS payments. Verification and processing of sundry payments on BAS System. Ensure the safekeeping of payment vouchers. Manage tracking of invoices on Reapatata invoice tracking system. Ensure compliance to the Public Finance and Management Act and General Accounting Practices. Maintain a good working relationship with internal and external stakeholders.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms R Ramphekwa at (064) 753 7740
	:	For Head Office: Email to: Recruitment26-53@dpw.gov.za
<u>POST 20/61</u>	:	<u>ADMINISTRATIVE OFFICER: DISPOSALS: REAL ESTATE MANAGEMENT SERVICES REF NO: 2026/246</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R338 106 per annum
	:	Gqeberha Regional Office
	:	A minimum of three-year tertiary qualification (NQF Level 06) / National Diploma in Property Management, Real Estate, Property Law, Financial Management or Project Management. Appropriate experience in Real Estate, Property Disposal or Immovable Asset Management. Knowledge of Public Financial Management Act, GIAMA, Disposal Act 48 of 1961 and all other relevant legislations, understanding of the built Environment. Computer literacy. Knowledge and understanding of government procurement processes, contractual policies and procedures. Understanding of the property market and its trends. Understanding of the derivatives of forms of disposal of property (expropriation, common law, prescriptions, etc.) negotiation skills. A valid driver's license is compulsory. Willingness to travel extensively.

DUTIES : Administer the disposal of immovable property that is superfluous to the state. Provide admin support in redressing of the property ownership problem through Land Reform. Liaise with Regional Land Claims Commission to check for claims against the property to be disposed of. Prepare submission to obtain Concurrence from the Minister of Rural Development and Land Reform. Prepare and present PSLDVC applications to support disposal of state properties. Administer financial processes on the disposal of fixed assets. Render administration support to the sub-directorate. Assist with the letting out of the state redundant properties and respond to general enquiries to purchase state properties, conduct site verification, present to committee and prepare for adjudication, signing of leases.

ENQUIRIES APPLICATIONS : Ms N Gqomo Tel No: (041) 408 2078
: For Gqeberha Regional Office: Email to: RecruitPE26-25@dpw.gov.za

POST 20/62 : **ADMINISTRATIVE OFFICER: CONSTRUCTION PROJECT MANAGEMENT REF NO: 2026/247**

SALARY : R338 106 per annum
CENTRE : Gqeberha Regional Office
REQUIREMENTS : A minimum of three-year tertiary qualification (NQF Level 06) / National Diploma) in Public/ Project Administration or equivalent qualification. Relevant years' experience in Office Administration/ Project Administration field. Knowledge of WCS. Computer Literacy.

DUTIES : Collect/ receive invoices from Registry Services; Capture invoice on Re-a-Patala system; Identify discrepancies related to payment certificates. Update payments on WCS; submit the invoice to the relevant stakeholders. Keep the Project Manager(s) abreast with the budget adjustments as Required; Liaise with the consultants regarding the project; attend, Respond and redirect enquiries related to the project; handle queries from Consultants and Contractors; Disseminate status reports on the Development of the project; Maintain and order stationary supplies; Administer office correspondence, documents and reports; Process Documents related to claims and payments relevant to the office; Update and maintain the WCS and Re-a-patala database; Liaise with the stakeholders relevant to the office and attend audit queries; Monitor the communication and administer the flow of information and documents in the office; Maintain the filing and records for projects documents and the unit where required; Render secretariat and logistical support service to the Committees and internal external meetings; Arrange meetings and workshops for the unit with internal and external stakeholders; Prepare and type documents presentations and reports; Draft agenda and record minutes/ decisions Communicate to relevant role-players and follow-up on progress made; Compile submissions and reports; Ensure that travel arrangements are well-coordinated and complete and submit S & T forms.

ENQUIRIES APPLICATIONS NOTE : Mr. S. Jikeka Tel No: (041) 408 2074
: For Gqeberha Regional Office: Email to: RecruitPE26-26@dpw.gov.za
: Ring-Fenced for women.

POST 20/63 : **ADMINISTRATIVE OFFICER: CONSTRUCTION PROJECT MANAGEMENT REF NO: 2026/248**

SALARY : R338 106 per annum
CENTRE : Gqeberha Regional Office
REQUIREMENTS : A minimum of three-year tertiary qualification (NQF Level 06) / National Diploma) in Public/ Project Administration or equivalent qualification. Relevant years of experience in Office Administration/ Project Administration field. Knowledge of WCS. Computer Literacy.

DUTIES : Collect/ receive invoices from Registry Services; Capture invoice on Re-a-Patala system; Identify discrepancies related to payment certificates. Update payments on WCS; submit the invoice to the relevant stakeholders. Keep the Project Manager(s) abreast with the budget adjustments as Required; Liaise with the consultants regarding the project; attend, Respond and redirect enquiries related to the project; handle queries from Consultants and Contractors; Disseminate status reports on the Development of the project; Maintain and order stationary supplies; Administer office correspondence, documents and reports; Process Documents related to claims and payments relevant to the office; Update and maintain the WCS and Re-a-patala database; Liaise with the stakeholders relevant to the office and attend audit

queries; Monitor the communication and administer the flow of information and documents in the office; Maintain the filing and records for projects documents and the unit where required; Render secretariat and logistical support service to the Committees and internal external meetings; Arrange meetings and workshops for the unit with internal and external stakeholders; Prepare and type documents presentations and reports; Draft agenda and record minutes/decisions Communicate to relevant role-players and follow-up on progress made; Compile submissions and reports; Ensure that travel arrangements are well-coordinated and complete and submit S & T forms.

ENQUIRIES : Mr. S. Jikeka Tel No: (041) 408 2074
APPLICATIONS : For Gqeberha Regional Office: Email to: RecruitPE26-27@dpw.gov.za

POST 20/64 : **ADMINISTRATIVE CLERK: HELPDESK &COMPLAINTS (UDM) REF NO: 2026/249**

SALARY : R237 453 per annum
CENTRE : Polokwane Regional Office
REQUIREMENTS : A Minimum of Senior Certificate/ Grade 12 or equivalent. No previous experience is required. Computer literacy including Microsoft Office (word, excel, power point). Good verbal and communication skills. Record keeping skills, good interpersonal skills and telephone etiquette. Office administrative and organizational skills. ability to work under pressure, hardworking and a team player.

DUTIES : Attend and follow-up on all client complaints and queries. Maintain an active query register for the unit. Address enquiries or refer them to the necessary manager. Ensure resolutions of meetings are addressed within established timeframes. Administer the Archibus System as and when required. Render general clerical support services: Update and maintain electronic and physical records for procurement instructions. Furnish information for reports to internal and external stakeholders. Record, organise, store, capture, update and retrieve correspondence and data. Distribute documents/packages to various stakeholders as required. Keep and maintain the filing system for the component. Type basic letters and/or other correspondence when required. Keep and maintain the incoming and outgoing register of the component. Provide supply chain clerical support services within the component: Liaise with internal and external stakeholders in relation to procurement of goods and services. Obtain quotations, complete procurement forms for the purchasing of standard office items. Stock control of office stationery. Check correctness of subsistence and travel claims of officials and submit to manager for approval. Handle telephone accounts and petty cash for the component. Arrange travelling and accommodation. Maintain a leave register for the component. Provide a meeting management service to the sub-directorate: Plan the diary for the sub-directorate. Book a meeting venue. Arrange meetings and confirm attendance with stakeholders. Take minutes and distribute to meeting attendees.

ENQUIRIES : Mr. T.E. Maifo Tel No: (015) 293 8035
APPLICATIONS : For Polokwane Regional Office: Email to: RecruitPLK26-11@dpw.gov.za

POST 20/65 : **ACCOUNTING CLERK (BATCH CONTROLLER) REF NO: 2026/250**

SALARY : R237 453 per annum
CENTRE : Gqeberha Regional Office
REQUIREMENTS : A minimum National Senior Certificate/ Grade 12/ equivalent qualification. Valid Driver's license will serve as added advantage. Knowledge of a financial environment will be advantages. Knowledge of relevant legislation, regulations and policies. Sound interpersonal and communication skills, computer literate, multi-tasked skills, self-driven, result orientated, motivated, meet deadlines and acceptance of responsibility.

DUTIES : Reporting to the State Accountant the incumbent of this position will take responsibility for: The main responsibility of this post relates to the safekeeping and management of documents (Batch Control) including the monitoring and controlling of the adherence to sound accounting and NPDW practices, prescribed policies and regulations in all transactions. Monitor and control all documents relating to the different transversal systems. Ensure correct allocation of expenditure and revenue. Draw financial and other BAS reports in support of the activities of the unit. It could be expected of the incumbent to assist in the budget formulation, compiling of a cash flow budget as well as the

		monthly reporting. As well as performing duties related to the cashier's functions.
<u>ENQUIRIES</u>	:	Ms. M. Zito Tel No: (041) 408 2159
<u>APPLICATIONS</u>	:	For Gqeberha Regional Office: Email to: RecruitPE26-28@dpw.gov.za
<u>POST 20/66</u>	:	<u>SUPERVISOR: CLEANING SERVICES REF NO:2026/251 (X3 POSTS)</u> Re-advertisement- People who previously applied must re-apply.
<u>SALARY</u>	:	R201 093 per annum
<u>CENTRE</u>	:	Mmabatho Regional Office Brits Magistrate Court (X1 Post) Klerksdorp Magistrate Court (X1 Post) Itsoseng Magistrate Court (X1 Post)
<u>REQUIREMENTS</u>	:	A minimum of Grade 10/ ABET level 4. Knowledge of Cleaning practices. Office Administration Operating cleaning equipment. Occupational health and safety. Personnel practices. Labour Relations Act.
<u>DUTIES</u>	:	Manage and control equipment and materials: identify resource requirements and special operational needs. monitor the condition and availability of equipment. Ensure replacement or repair of faulty/outdated equipment. Supervise the provisioning of housekeeping, cleaning, safeguarding & maintenance services: Ensure cleanliness, tidiness, hygiene and safety of all areas allocated for cleaning. Perform administration functions associated to housekeeping & cleaning services. Identify hazards in the buildings/offices related to fire and electricity. Perform physical inspection of cleaned areas:- Ensure the removal of refuse in the offices and around the buildings. Ensure the inspection of logistics and physical environment to ensure clean maintained environment adherence to OHS. Perform general supervision and support the administration of the Section: Identify staff requirements in terms of training and development. Review employees' performance.
<u>ENQUIRIES</u>	:	Mr. B Mabale Tel No: (018) 386 5357
<u>APPLICATIONS</u>	:	For Mmabatho regional office: Email to: RecruitMBT26-18@dpw.gov.za
<u>POST 20/67</u>	:	<u>CLEANER: CLEANING SERVICES REF NO: 2026/252 (X7 POSTS)</u>
<u>SALARY</u>	:	R144 024 per annum
<u>CENTRE</u>	:	Mmabatho Regional Office Koster Magistrate Court (X1 Post) Klerksdorp Magistrate Court (X2 Posts) Zeerust Magistrate Court (X1 Post) Rustenburg Magistrate Court (X1 Post) Itsoseng Magistrate Court (X1 Post) Potchefstroom Magistrate Court (X1 Post)
<u>REQUIREMENTS</u>	:	A minimum Grade 09 /ABET level 4 or equivalent qualifications. No experience required. Good interpersonal skills, basic communication and literacy. Ability to perform cleaning routine tasks. Knowledge on usage of cleaning materials and equipment.
<u>DUTIES</u>	:	Effective cleaning of buildings, empty dustbins, Dust and polish furniture, clean windows and walls, Wash floors and vacuum carpets. Cleaning court offices and cells. Deep cleaning of toilets, Refill toilets dispensers with toilet papers and hands washing soap. Cleaning kitchen utensils. Report defects encountered during cleaning, Alert working staff of slippery floors. Offloading delivered materials and arranging the storeroom accordingly.
<u>ENQUIRIES</u>	:	Mr. B Mabale Tel No: (018) 386 5357
<u>APPLICATIONS</u>	:	For Mmabatho regional office: Email to: RecruitMBT26-19@dpw.gov.za
<u>POST 20/68</u>	:	<u>CLEANER: FACILITIES MANAGEMENT REF NO: 2026/253 (X2 POSTS)</u>
<u>SALARY</u>	:	R144 024 per annum
<u>CENTRE</u>	:	Groblersdal Magistrate Court (X1 Post) Thabazimbi Magistrate Court (X1 Post)
<u>REQUIREMENTS</u>	:	A minimum Grade 09/ABET level 4 or equivalent qualifications. No experience required. Good interpersonal skills, basic communication and literacy. Ability to perform routine cleaning tasks. Ability to work physically for long hours. Exposure to cleaning chemicals and hazardous working conditions. Ability to handle cleaning equipment and conduct stock count.
<u>DUTIES</u>	:	The effective cleaning of buildings:- Empty dustbins, Dust and polish wood tables and other wooden furniture, Refill water bottles with fresh water, Clean

windows and walls, Wash floors and vacuum carpets. The effective cleaning of toilets: Deep cleaning of toilets, Refill toilets dispensers with toilet papers and hands washing soap, Wash toilet floors. The effective cleaning of kitchens- Wash kitchen floors, Cleaning of kitchen utensils, Assist with tea and coffee during forums and other meetings. The rendering of assistance regarding the general safety of buildings- report defects encountered during cleaning, Alert working staff of slippery floors and stairs, Alert supervisor of failed light bulbs and locks not working.

ENQUIRIES
APPLICATIONS

: Ms. M.P. Morudu Tel No: (015) 291 8035
: For Polokwane Regional Office: Email to: RecruitPLK26-12@dpw.gov.za

DEPARTMENT OF SOCIAL DEVELOPMENT

It is our intention to promote representivity (race, gender and disability) in the Public Service through the filling of these posts and candidates whose transfer/promotion/appointment will promote representivity will receive preference.

- APPLICATIONS** : Please forward your application, quoting the relevant reference number, to the Director-General, Department of Social Development, Private Bag X901, Pretoria, 0001. Physical Address: HSRC Building, 134 Pretorius Street In the event of hand delivery of applications, applicants must sign an application register book as proof of submission. Applicants may also email their applications to the following email addresses:
 For Research Policy Manager – e-recruit.RPM@dsd.gov.za
 Deputy Director: Systems Development – e-recruit.DDSD@dsd.gov.za
 Project Coordinator: Sector Infrastructure – e-recruit.PCSI@dsd.gov.za
 Branch Coordinator – e-recruit.BC@dsd.gov.za
 Social Work Policy Developer Grade 1 – e-recruit.SWPDCP@dsd.gov.za
 Assistant Director: HIV and AIDS Capacity Building – e-recruit.ADHACB@dsd.gov.za
 Assistant Director: Systems Development – e-recruit.ADSD@dsd.gov.za
 Project Administrator – e-recruit.PAPMO@dsd.gov.za
- FOR ATTENTION** : Mr S Boshielo
- CLOSING DATE** : 30 June 2026
- NOTE** : Curriculum vitae with a detailed description of duties and the names of two referees must accompany your signed application for employment (Z83). If applying for more than one position, applicants must submit separate applications for each position. Shortlisted candidates for a post will be required to submit certified copies of qualifications and identity documents on the date of the interview. Applicants are advised that from 1 January 2021, a new application for employment (Z83) form is effective and must be completed in full, failure to use the new Z83 will result in disqualification. The new form can be downloaded online at www.dpsa.gov.za-vacancies. Applicants applying for SMS posts are required to successfully complete the Certificate for entry into the SMS (submitted prior to appointment) and full details can be sourced by following the link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Applicants are expected to pay for the course and may enroll for it at a cost of R400.00. The duration of the course is 120 hours. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine the candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. Following the interview and technical exercise, 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. The successful candidate will sign an annual performance agreement, complete a financial disclosure form and will also be required to undergo a security clearance. Candidates nominated for posts on salary levels 2 - 12 may be subjected to a competency assessment during the selection process. If the candidate is applying for an OSD post, certificates of service must be submitted on the date of the interview. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Failure to submit the requested documents will result in your application not being considered. Personnel suitability checks will be conducted on shortlisted candidates, and the appointment is subject to positive outcomes of the checks. Correspondence will be limited to shortlisted candidates only. The selection of candidates will be done with due regard to the relevant aspects of the selection process as set out in the Public Service Amendment Regulations, 2023, Regulation 67. Applications received after the closing date will not be taken into consideration. If you have not been contacted within three months after the closing date of this advertisement, please accept that your application was unsuccessful. Candidates requiring additional information regarding the advertised post may direct their enquiries to the person as indicated above. Internal applicants must submit and register their employment applications at the register book in the DSD reception area for the attention of Mr R Khobatha.

DSD reserves the right to cancel the filling/ not to fill a vacancy that was advertised during any stage of the recruitment process.

OTHER POSTS

- POST 20/69** : **RESEARCH PROJECT MANAGER REF NO: O1/A/2026**
Directorate: Population Research and Information
- SALARY** : R1 101 468 per annum. This inclusive remuneration package consists of a basic salary, the states' contribution to the Government Employees Pension Fund and a flexible portion that may be structured i.t.o. the applicable rules.
- CENTRE REQUIREMENTS** : HSRC Building, Pretoria
: A qualification at NQF Level 7 as recognised by SAQA in Social Science including Population Studies and Demography Plus 3-5 years' experience at a junior management level. A Postgraduate qualification in Social Science will be an added advantage. Knowledge and understanding of Public Service Regulations and Public Service Act. Knowledge and understanding of the Constitution of South Africa. Knowledge and understanding of the Public Service Statutory Framework. Knowledge and understanding of the Population Policy White Paper. Knowledge and understanding of the Programme of Action of the International Conference on Population Development. Knowledge and understanding of the POPIA. Knowledge and understanding of ethical frameworks within government. Knowledge and understanding of the Public Finance Management Act programmes. Knowledge and understanding of social development sector policies. Knowledge and understanding of research methodology. Knowledge and understanding of the public management and administration principles. Knowledge and understanding of the National Development Plan including Medium Term Development Plan. Knowledge and understanding of the management strategic plans and budgeting. Knowledge and understanding of the financial prescripts of the public service, costing methodologies and performance management. Competencies needed: Strategic capability and leadership skills. Quantitative and qualitative data collection, analysis and interpretation skills. Proposal and research report writing skills. Programme and project management skills. Financial management skills. Policy Analysis and development skills. Information and knowledge management skills. Communication skills. Problem-solving and change management skills. People management and empowerment skills. Stakeholder management skills. Computer literacy, including data analysis software skills. Planning and coordination skills. Presentation and facilitation skills. Risk management skills. Monitoring and evaluation skills. Quality management skills. Attributes: Good interpersonal relations. Ability to work under pressure. Innovative and creative. Ability to work in a team and independently. Adaptability. Emotional intelligence. Independent thinker. Cost consciousness. Honesty and integrity. Time Management. Attention to details. Ethical conduct.
- DUTIES** : Manage the design, development and implementation of research frameworks and methodologies aligned to Population policy priorities and departmental strategic objectives. Manage the implementation of capacity development on population and social development research. Coordinate stakeholder engagement and partnerships on matters of technical support and implementation of programmes. Manage and report on the performance of the sub-directorate in line with the set of regulations and prescripts.
- ENQUIRIES** : Ms M Golden Tel No: (012) 312-7831
- POST 20/70** : **DEPUTY DIRECTOR: SYSTEMS DEVELOPMENT REF NO: O1/B/2026**
Directorate: Systems Development
- SALARY** : R932 292 per annum. This inclusive remuneration package consists of a basic salary, the states' contribution to the Government Employees Pension Fund and a flexible portion that may be structured i.t.o. the applicable rules.
- CENTRE REQUIREMENTS** : HSRC Building, Pretoria
: A qualification at NQF Level 7 as recognised by SAQA in Business Information Systems/ Information Technology in Software Development and Systems Development / Computer Sciences Plus 3-5 years' experience at a junior management level. Knowledge and understanding of Digital Transformation Strategy of the Public Services. Knowledge and understanding of Public Service Act and Regulation. Knowledge and understanding of the relevant

Public Service Regulatory Frameworks such as MISS, SDLC, MIOS, National Archives and Records Service Act, PAJA, PAIA and ECT. Knowledge and understanding of the DPSA Corporate Governance for ICT Policy Framework. Knowledge and understanding of Information and Communication Technology frameworks. Knowledge and understanding of business systems. Knowledge and understanding of database and development standards. Knowledge and understanding of business process principles, practices, techniques and tools. Knowledge and understanding of business concepts and requirements. Knowledge and understanding of database development. Knowledge and understanding of Information security principles and practices. Knowledge and understanding of Network management. Knowledge and understanding of IT Infrastructure Principles. Knowledge and understanding of vendor management and contract negotiation. Knowledge and understanding of system development methodology and project management. Knowledge and understanding of information technology business systems. Knowledge and understanding of ASP.net, VB.net, SQL, XML, HTML, JavaScript. Competencies needed: Database development skills. Systems development skills. Communication skills. Policy analysis and development skills. People management. Project management skills. Problem-solving skills. Computer literacy skills. Facilitation and presentation skills. Stakeholder and client liaison skills. Monitoring skills. Report writing skills. Attributes: Good interpersonal relations. Ability to work under pressure. Innovative and creative. Ability to work in a team and independently. Adaptability. Emotional intelligence. Independent thinker. Cost consciousness. Honesty and integrity. Assertiveness.

DUTIES : Develop, review and implement systems database and development plans, policies and strategies to align with business needs, policies, legislative requirements, norms and standards. Develop databases, computerized systems, software applications and integrations to meet specific information systems requirements. Maintain and support all databases, computerized systems, software applications to ensure their availability, reliability, and security. Monitor the implementation and utilization of systems and processes in line with relevant standards, data security policies, and regulatory requirements, and compile performance reports. Manage, and report on human resources, and performance in line with the set regulations and prescripts.

ENQUIRIES : Ms M Nkethoa Tel No: (012) 312-7108

POST 20/71 : **PROJECT COORDINATOR SECTOR INFRASTRUCTURE REF NO: O1/C/2026**
Chief Directorate: HIV Care, Prevention and Sector Infrastructure

SALARY : R932 292 per annum. This inclusive remuneration package consists of a basic salary, the states' contribution to the Government Employees Pension Fund and a flexible portion that may be structured i.t.o. the applicable rules.

CENTRE REQUIREMENTS : HSRC Building, Pretoria
A qualification at NQF Level 7 as recognised by SAQA in Infrastructure Management/ Environmental Sciences/ Built Management/ Environmental Studies Plus 2-3 years' experience at a junior management level. Knowledge and understanding of Public Service Act and Regulation. Knowledge and understanding of Public infrastructure project management frameworks (GIAMA, Infrastructure Delivery Management Systems (IDMS). Knowledge of Infrastructure Reporting Mode (IRM). Knowledge and understanding of Treasury Regulations, PFMA and SCM prescripts. Knowledge and understanding of Social Development Sector. Knowledge and understanding of Municipality Infrastructure Bylaws. Knowledge and understanding of Spatial Planning and Land Usage Management Act. Knowledge and understanding of User Asset Management Guidelines and Frameworks. Knowledge and understanding of White Paper on the Rights of Persons with Disabilities. Competencies needed: Project and programme management skills. Policy development and analysis skills. Financial administrations and reporting skills. Communication skills (written and verbal). Stakeholder management and intergovernmental coordination skills. Research, analytical and report writing skills. Computer literacy (MS Office, Project management software, IRM). People management skills. Problem-solving skills. Planning and organizing skills. Facilitation and presentation skills. Attributes: Good interpersonal relations. Innovative and creative. Ability to work under pressure. Ability to work

		in a team and independently. Adaptability. Emotional intelligence. Independent thinker. Cost consciousness. Honesty and integrity. Assertiveness.
<u>DUTIES</u>	:	Facilitate and coordinate sector-wide infrastructure planning processes. Develop and review Infrastructure Policy and Guidelines. Coordinate the implementation of the National Infrastructure Projects. Monitor compliance of Social Development Infrastructure facilities and centres with applicable infrastructure norms and standards.
<u>ENQUIRIES</u>	:	Mr N Skosana Tel No: (012) 312-7904
<u>POST 20/72</u>	:	<u>BRANCH COORDINATOR REF NO: O1/D/2026</u> Branch: Comprehensive Social Security
<u>SALARY</u>	:	R932 292 per annum. This inclusive remuneration package consists of a basic salary, the states' contribution to the Government Employees Pension Fund and a flexible portion that may be structured i.t.o. the applicable rules.
<u>CENTRE REQUIREMENTS</u>	:	HSRC Building, Pretoria A qualification at NQF Level 7 as recognised by SAQA in Office Administration/ Public Administration/ Business Management or Financial Management. Knowledge and understanding of the relevant Public Service Act and Public Service Regulations. Knowledge and understanding of relevant PFMA and Treasury Regulations. Knowledge and understanding of administrative process. Knowledge and understanding of records management. Knowledge and understanding of PAIA and POPIA. Basic knowledge of Promotion of Administrative Justice Act (PAJA). Knowledge and understanding of Batho Pele principles. Competencies needed: Communication (verbal and written) skills. Policy analysis and development skills. Planning and organising skills. People management skills. Project coordination skills. Problem solving skills. Computer literacy. Facilitation and presentation skills. Stakeholder and client liaison skills. Monitoring skills. Report writing skills. Financial management skills. Attributes: Good interpersonal relations. Ability to work under pressure. Innovative and creative. Ability to work in a team and independently. Adaptability. Diplomacy. Independent thinker. Emotional intelligence. Cost consciousness. Honesty and integrity. Assertiveness.
<u>DUTIES</u>	:	Manage the provision of strategic and executive administrative support services to the branch. Coordinate the development and analyses of branch APPs, Operational, Strategic and Risk management plans. Manage and monitor the utilisation of the branch budget in line with the set regulations and prescripts. Coordinate key branch projects, stakeholder and intersectoral coordination. Manage and report on the human resources, and performance in line with the set regulations and prescripts.
<u>ENQUIRIES</u>	:	Ms B Sibeko Tel No: (012) 741-6803
<u>POST 20/73</u>	:	<u>ASSISTANT DIRECTOR: HIV AND AIDS CAPACITY BUILDING REF NO: O1/F/2026</u> Directorate: HIV/AIDS Care and Support
<u>SALARY</u>	:	R487 197 per annum
<u>CENTRE REQUIREMENTS</u>	:	HSRC Building, Pretoria An appropriate qualification at NQF Level 6 as recognised by SAQA in Social Sciences/ Development Studies/ Social Work Plus 2-3 years' experience in HIV and AIDS field, and experience in capacity building, training and development. Knowledge and understanding of Social Development Sector. Knowledge and understanding of Public Service, departmental policies, procedures and regulations. Knowledge and understanding of PFMA and Treasury Regulations. Knowledge and understanding of relevant legislations and policies in the HIV and AIDS field and Skills Development Act. Knowledge and understanding of the DSD HIV and AIDS Comprehensive Strategy. Knowledge and understanding of legislations, policies and strategies pertaining to HIV. Knowledge and understanding of guidelines and frameworks for Psychosocial Support in context of HIV. Knowledge and understanding of POPIA, PAIA and PAJA. Knowledge in SAQA, QCTO and SETA processes. Competencies needed: Computer literacy skills. Analytical Skills. Policy analysis and development skills. Project management skills. Financial management skills. Communication (written and verbal) skills. Problem-solving skills. Client orientation and customer focus skills. Presentation and facilitation skills. Report writing. Planning and organising skills. Monitoring and evaluation skills. Programme management skills. Attributes: Analytical thinker. Ability to work

		under pressure. Ability to work in a team and independently. Friendly and trustworthy. Systematic and logical. Adaptable. Disciplined. Diplomacy. Assertive and persuasive. Emotional intelligence.
<u>DUTIES</u>	:	Develop, implement and monitor HIV and AIDS policies, procedures and programmes in line with the national legislation, norms and standards. Coordinate HIV/AIDS capacity building programmes. Facilitate accreditation of capacity building programmes developed by the Directorate, with relevant bodies such as the South African Council for Social Service Professionals. Coordinate and manage capacity building stakeholders for HIV&AIDS in the country. Develop a database of all beneficiaries or participants capacitated on programmes developed by the Directorate.
<u>ENQUIRIES</u>	:	Dr L Nziyane Tel No: (012) 312-7110/ 7300
<u>POST 20/74</u>	:	<u>ASSISTANT DIRECTOR: SYSTEM ANALYST REF NO: O1/G/2026</u> Directorate: Systems Development
<u>SALARY</u>	:	R487 197 per annum
<u>CENTRE</u>	:	HSRC Building, Pretoria
<u>REQUIREMENTS</u>	:	An appropriate qualification at NQF Level 6 as recognised by SAQA in Business Information/ Information Technology in Software Development and Systems Development/ Computer Sciences Plus 2-3 years' experience at supervisory level. Knowledge and understanding Public Service Act and Regulation. Knowledge and understanding of Digital Transformation Strategy of the Public Services. Knowledge and understanding of the relevant Public Service regulatory frameworks such as MISS, SDLC, MIOS, National Archives and Records Service Act, PAJA, PAIA and ECT. Knowledge and understanding of Information and Communication Technology frameworks. Knowledge and understanding of DPSC Corporate Governance ICT policy Framework. Knowledge and understanding of business systems. Knowledge and understanding of database and development standards. Knowledge and understanding business process principles, practices, techniques and tools. Knowledge and understanding of business concepts and requirements. Knowledge and understanding of database development. Knowledge and understanding of Information security principles and practices. Knowledge and understanding of Network Management. Knowledge and understanding of IT Infrastructure Principles. Knowledge and understanding of system development methodology and project management. Knowledge and understanding of information technology business systems. Knowledge and understanding of ASP.net SQL, XML, HTML, JavaScript. Knowledge and understanding of Business Processes principles, practices, techniques and tools. Competencies needed: Computer literacy skills. Analytical Skills. Policy analysis and development skills. Project management skills. Financial management skills. Communication (written and verbal) skills. Problem-solving skills. Client orientation and customer focus skills. Presentation and facilitation skills. Report writing. Planning and organising skills. Monitoring and evaluation skills. Programme management skills. Attributes: Analytical thinker. Ability to work under pressure. Ability to work in a team and independently. Friendly and trustworthy. Systematic and logical. Adaptable. Disciplined. Diplomacy. Assertive and persuasive. Emotional intelligence.
<u>DUTIES</u>	:	Detail system requirements and develop databases, computerised systems, software applications and integrations to meet specific information systems requirements. Design and implement technical solutions. Facilitate and manage technical feasibility and integration with existing systems. Manage, and report on the human resources, and performance in line with the set regulations and prescriptions.
<u>ENQUIRIES</u>	:	Mr T Chele Tel No: (012) 312-7459
<u>POST 20/75</u>	:	<u>SOCIAL WORK POLICY DEVELOPER GRADE 1: CHILD PROTECTION REF NO: O1/E/2026</u> Directorate: Child Protection
<u>SALARY</u>	:	R471 330 per annum
<u>CENTRE</u>	:	HSRC Building, Pretoria
<u>REQUIREMENTS</u>	:	An appropriate recognised Bachelor's Degree in Social Work or equivalent qualification. Registration with the South African Council for Social Service Professions (SACSSP) as a Social Worker, plus eight (8) years' appropriate experience in social work after registration as a Social Worker with the

SACSSP. Knowledge of childcare and protection legislation, child protection policies, vulnerable children, and the provision of prevention and early intervention services. Willingness to travel. Competencies needed: Programme development, Project management skills. Planning and organising skills. Networking skills. Communication (written and verbal) skills. Professional counselling skills. Policy analysis and development skills. Financial management skills. Presentation and facilitation skills. Report writing. Monitoring and evaluation skills. People management skills. Ability to compile complex reports. Attributes: Ability to work under pressure. Ability to work in a team and independently. Innovative and creative. Friendly and trustworthy. Integrity.

DUTIES : Develop, implement and maintain child protection policies. Monitor, interpret and review legislation, policies and procedures to determine whether legislation, policies and procedures are still relevant and comply with current requirements. Develop proposals to amend/maintain the relevant acts, policies and procedures and develop new policies/procedures where required. This includes costing the policies. Develop programmes to implement the relevant policies. Facilitate, monitor, and evaluate the implementation of community-based prevention and early intervention services for vulnerable children (Risiha). Facilitate the funding of a national body to provide services to vulnerable children. Keep up to date with new developments in the social work field. This would, inter alia, entail the following: (i) Study professional journals and publications to ensure that cognisance is taken of new developments. (ii) Monitor and study the social services, legal, and policy framework continuously. (ii) Liaise/attend meetings with other departments, non-government institutions and relevant stakeholders to take cognisance of the latest developments in the relevant fields. Engage in continuous professional development activities as prescribed. Research and development. Perform the administrative functions required in the unit.

ENQUIRIES : Ms B. Sambo Tel No: (012) 312-7178

POST 20/76 : **PROJECT ADMINISTRATOR REF NO: O1/H/2026**
Directorate: Enterprise Project Management (PMO)

SALARY : R413 001 per annum
CENTRE : HSRC Building, Pretoria
REQUIREMENTS : An appropriate NQF level 6 as recognised by SAQA in Project Management/ Business or Public Administration Plus 1 to 2 years' experience in project management environment. Knowledge and understanding of the relevant Public Service regulatory framework such as MISS, National Archives and Record Service Act, PAJA, PAIA. Knowledge and understanding of DPSA Corporate Governance ICT Policy Framework. Knowledge and understanding of Information and Communication Technology framework. Knowledge and understanding of PFMA and Treasury Regulations. Knowledge and understanding of project administration. Knowledge and understanding of project management discipline and life cycle (PMBOK, PRINCE2). Knowledge and understanding of project management tools and techniques. Competencies needed: Communication (written and verbal) skills. Planning and Organising skills. Problem solving skills. Policy analysis and implementation skills. Computer literacy. Client management and administration skills. Project administration skills. Analytical skills. Report writing skills. Facilitation and presentation skills. Attributes: Accuracy. Ability to work under pressure. Ability to work in a team and independently. Friendly and trustworthy. Diplomacy. Self-stater. Confidentiality. Systematic.

DUTIES : Administer all IMST departmental projects in line with the project management framework and prescripts. Coordinate and manage project documentation and correspondence. Coordinate projects meetings. Provide support in the implementation of the project plan.

ENQUIRIES : Ms C Mamatlepa Tel No: (012) 312-7077

DEPARTMENT OF SPORT, ARTS AND CULTURE (DSAC)

- APPLICATIONS** : Applicants must use this link or QR code below to access DSAC E-Recruitment System. https://erecruit.dsac.gov.za/public/login_test.php
Hand delivery: Sealed envelope addressed to Chief Director: Human Resource Management and Development, Sechaba House, 202 Madiba Street, Pretoria Central. Postal mail to The Chief Director: Human Resource Management and Development, Private Bag X897, Pretoria, 0001.
- CLOSING DATE** : 29 June 2026, 16:00
- NOTE** : Please create a user profile by completing all required personal information and setting up your login credentials. Once registration is complete, log in to the system and you will be directed to the "Welcome Page". From the Welcome Page, you may browse all vacant positions opportunities listed below. Applicants are strongly advised to complete all information required for the electronic Z83 form on the system before applying for any position. The Z83 form has been adopted into the system, and applications cannot be processed unless all mandatory fields are completed. After completing your profile and Z83 information, you may apply for any relevant advertised position through the system. Ensure that your application is fully completed and submitted before the closing date, as incomplete or late applications will not be considered. Once submitted, the system will provide a confirmation message indicating that your application has been successfully received. The e-Recruitment portal is also accessible via smartphones and other mobile devices. Correspondence will be limited to shortlisted candidates only. Only shortlisted candidates will be required to bring certified copies of ID, Driver's licence (where required) and qualifications on or before the interview. Should you be in possession of any foreign qualification(s), it must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA); Applicants must be South African citizens. Shortlisted candidates must avail themselves for a virtual or in-person panel interview at a date and time determined by DSAC. The applicant should make own arrangement for access to internet connectivity and equipment for this purpose. Applicants must note that pre-employment checks and references will be conducted once they are shortlisted. The appointment is also subject to a positive outcome on these checks, including security clearance, security vetting, qualification/study verification, citizenship verification, financial/asset record check, previous employment verification and criminal record. If an applicant wishes to withdraw an application, it must be done in writing. We encourage all applicants to declare any criminal and/or negative credit records. 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, the logistics of which will be communicated by the Department. The successful candidate will be required to enter into an employment contract and sign an annual performance agreement. The Department of Sport, Arts and Culture is an equal opportunity, affirmative action employer. The employment decision shall be informed by the Employment Equity Plan of the Department to achieve its Employment Equity targets. It is the Department's intention to promote equity (race, gender and disability) through the filling of these posts. The Department reserves the right not to make an appointment and to use other recruitment processes, thus withdrawing this advert by notice on its communication channels. Prior to appointment for SMS post, a candidate would be required to complete the Nyukela Programme: Pre-entry Certificate to Senior Management Services as endorsed by the DPSA, which is an online course endorsed by the National School of Government (NSG). The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced from the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. We thank all applicants for their interest.

MANAGEMENT ECHELON

<u>POST 20/77</u>	:	<u>DIRECTOR: HUMAN RESOURCE UTILISATION AND DEVELOPMENT REF NO: DSAC-07/06/2026</u>
<u>SALARY</u>	:	R1 317 384 per annum, an all-inclusive remuneration package, consisting of a basic salary (70% of the total remuneration package), State's contribution to the Government Employees Pension Fund (13% of basic salary) and a flexible portion that may be structured in terms of applicable rules and guidelines.
<u>CENTRE REQUIREMENTS</u>	:	Pretoria Senior Certificate/Matric Certificate /Grade 12 Certificate or equivalent qualification; An undergraduate qualification (NQF level 7) as recognised by SAQA in Human Resource Development / Public Management/ Industrial Psychology or any relevant in qualification in Human Resource Management; Successful completion of Pre-entry Certificate for Public Sector Senior Management Leadership as endorsed by the National School of Government (NSG); 5 years of experience at a Middle/ Senior Managerial level in Human Resource utilisation and development or any training and development environment; A valid driver's license and willingness to travel; PERSAL Certificate; Knowledge of performance management and HRD policies and procedures; Knowledge and understanding of relevant human resource frameworks; Understanding of workplace skills development and performance management development system; Knowledge and understanding of e-learning platforms and digital learning solutions; Knowledge of and understanding of the Public Finance Management Act, Labour Relations Act, Public Service Act and Regulations, Basic Conditions of Service Act, Employment Equity Act and Skills Development Act and Regulations; Flexibility; Team and results orientated.
<u>DUTIES</u>	:	The purpose of this post is to manage human resource utilisation and development within the Department; Manage the human Resources Development Strategy-Develop and implement Departmental HRD strategies aligned to organizational objectives; Oversee regular skills audits and training needs analyses to identify competency gaps within the Department; Assess the impact of skills development on departmental performance and recommend improvements; Monitor the implementation of talent and Skills Development in the Department; Manage the compilation of training and monitoring reports; Develop and review bursary guidelines for the Department; Facilitate bursary scheme in the department to build internal capacity; Manage the allocation and transfer of bursary funding for employees to academic institutions; Develop and Implement the Annual Training Plan; Promote a culture of continuous learning within the Department; Ensure alignment of training initiatives with the National Skills Development Strategy (NSDS) and other relevant frameworks; Manage relationships with training providers and relevant stakeholders (e.g., NSG, SETAs); Respond to audit queries; Manage the development and implementation of training and development programmes-Design and oversee implementation of learning and development programmes, including leadership development and scarce skills interventions; Manage coordination of Learnership and Internship Programmes within the Department; Introduce e-learning platforms and digital learning solutions; Provide support structures for learners and interns throughout their placement; Monitor and track the progress made by learnerships and internships programmes; Ensure compliance on all training and development programmes and evaluate the impact of training using data analytics; Coordinate and facilitate Induction programme for new and existing employees; Lead the development and implementation of AI-enabled HRD initiatives to enhance learning, skills development, performance, and workforce productivity. Drive Departmental readiness for digital transformation and emerging technologies. Utilise HR analytics and AI-driven insights to support workforce planning, skills forecasting, and decision-making. Promote digital literacy, AI awareness, and future skills development across the Department. Manage the implementation of Performance Management Development System (PMDS) framework-Ensure implementation of PMDS framework aligned to organisational strategy; Ensure integration of performance management with organisational planning and service delivery objectives; Provide strategic leadership on performance management practices across the department; Oversee the implementation of PMDS across all levels; Monitor compliance with performance agreements, reviews, and assessments; Provide guidance and support to management on

performance-related matters; Lead the adoption of Artificial Intelligence (AI)-driven performance management systems to enhance efficiency and objectivity; Monitor performance outcomes and provide strategic interventions where required; Drive the integration of Artificial Intelligence (AI) and digital technologies into performance management processes to improve efficiency, consistency, and decision-making. Utilise AI-powered analytics and dashboards to monitor organisational performance trends, identify risks, and support evidence-based management decisions. Manage compilation of report on poor performance; Manage the development and implementation of HR utilisation and development policies and strategies-Oversee the development, implementation and review of HRD and PMDS policies; Oversee the development and implementation of the Annual Training Plan strategy; Monitor questionnaire for HRD Strategic Framework in Public Service; Monitor and ensure compliance with relevant legislation, regulation and public service frameworks; Provide strategic advice to senior management and employees on PMDS and HRD Policy matters; Translate research findings into practical policy recommendations; Manage the Directorate-Plan and coordinate the work of the Directorate; Manage the Directorate's budget and ensure effective and efficient utilisation of resources; Ensure compliance with legislative frameworks and audit requirements; Provide strategic reports HRD&U performance including AI driven insights; Manage the risks in your environment and ensure sound governance practices.

ENQUIRIES

: Ms Z Lamati Tel No: (012) 441 3831

POST 20/78

: **DIRECTOR: HUMAN LANGUAGE TECHNOLOGIES REF NO: DSAC-08/06/2026**

SALARY

: R1 317 384 per annum, an all-inclusive remuneration package, consisting of a basic salary (70% of the total remuneration package), State's contribution to the Government Employees Pension Fund (13% of basic salary) and a flexible portion that may be structured in terms of applicable rules and guidelines.

CENTRE REQUIREMENTS

: Pretoria
 : Senior Certificate/Matric Certificate /Grade 12 Certificate or equivalent qualification. An Undergraduate qualification (NQF level 7) as recognised by SAQA specialisation in Languages/ Information Technology/ Human Language Technology/ Applied Linguistics or any relevant Language/Technology qualification; Successful completion of the Pre-entry Certificate for the Senior Management Service (SMS) as endorsed by the National School of Government; 5 years of experience at a Middle/ Senior Managerial level in project management dealing with language technology, computational linguistics or any relevant environment. Project Management Certificate; Knowledge and understanding of human language technologies (machine translation, speech recognition, corpus development, etc.); Knowledge and understanding of Public Finance Management Act and relevant Regulations; Use of Official Languages Act, PanSALB Act, etc. Knowledge and understanding of language policies, ICT policies, digital transformation strategies and procedures; Analytical and problem-solving skills; Strategic capability and leadership; Planning and organising skills; Quality and action orientation; People management and empowerment.

DUTIES

: The purpose of this post is to manage and promote access to service, information and modernisation of South African languages through the coordination and facilitation of Human Language Technologies (HLT) projects and activities; Monitor and Evaluate Human Language Technology projects; Monitor and evaluate the impact of HLT initiatives on language development and access to information; Initiate projects and create partnerships for Human Language Technology projects such as development of translation memory, terminology management tools, speech data technology, etc; Intervene and engage with project managers to address project challenges and risks; Supervise evaluation processes of project outputs/deliverables; Develop and maintain Human Language Technology strategies. Provide leadership and guidance in the development and promotion of official languages and implementation of Human Language Technology Strategy; Develop and implement policies, strategies, and frameworks for the use of Human Language Technologies in government and society; Align HLT initiatives with National Language policies, the Use of Official Languages Act, and the National Development Plan; Provide expert advice to the Department and other Government Entities on HLT solutions to ensure they address the needs of

persons with disabilities Identify areas of most urgent needs for Human Language Technology projects; Drive the process of locating Human Language Technology within broader Information Society; Manage Human Language Technology engagement with relevant stakeholders including project stakeholders; Build and strengthen partnerships with local and international stakeholders in the technology and language sectors; Negotiate with National and International role players for critical information, permission to access relevant databases, to collect data in the different languages of SA; Monitor Human Language Technology trends locally and internationally.; Collaborate with PanSALB, SADIaR, research councils, and ICT bodies to mainstream HLT and popularise the concept of HLT industry Manage Subordinates and the Directorate-Reporting in terms of the Performance Management.

ENQUIRIES

: Ms L Combrinck Tel No: (012) 441 3144

OTHER POSTS

POST 20/79

: **DEPUTY DIRECTOR: HUMAN RESOURCE PLANNING AND SYSTEMS
REF NO: DSAC-09/06/2026**

SALARY

: R932 292 per annum, an all-inclusive remuneration package, consisting of a basic salary (70/ 75% of the total remuneration package), State's contribution to the Government Employees Pension Fund (13% of basic salary) and a flexible portion that may be structured in terms of applicable rules and guidelines.

**CENTRE
REQUIREMENTS**

: Pretoria
: Senior Certificate/Matric Certificate /Grade 12 Certificate or equivalent qualification; A minimum three-year National Diploma (NQF level 6)/ Degree (NQF level 7) as recognised by SAQA in Human Resource Management / Public Management / Public Administration/ Industrial Psychology or any relevant Human Resource Management qualification. 3-5 years relevant experience, at least 3 years at an Assistant Director level in HR Planning, HR Systems, Employment Equity and Policy development or any relevant HR governance environment; PERSAL Personnel Control exposure; Knowledge and understanding of the Employment Equity Act, Public Service Act, Public Service Regulations, Labour Relations Act, Skills Development Act, PFMA, Basic Conditions of Employment Act, transformation and related legislation; Knowledge and understanding of Human resource governance, policies and plans; Knowledge and understanding of Employment Equity and processes and procedures; Understanding of Medium-Term Expenditure Framework; Ability to work under pressure; Ability to work as a team and independently; High level of integrity, ethics and accountability.

DUTIES

: The purpose of this post is to provide human resource planning, information systems and reporting mechanisms; Coordinate and ensure development of Human Resource Plan-Coordinate the development and implementation of human resource and plan; Ensure compliance with human resource planning framework; Integrate workforce analytics and forecasting models to identify capacity gaps and inform strategic workforce planning; Conduct analysis on human resource management prescripts and working environment to identify barriers to equity and inclusivity and recommend interventions; Analyse current and future skills demand to support reskilling, upskilling and succession planning initiatives; Monitor and report on the implementation of human resource plans; Coordinate and maintain Human Resource Information Systems (HRIS)-Maintain human resource and staff establishment information system; Manage and monitor PERSAL control and other human resource digital platforms; Conduct an analysis of human resource information and produce reports; Research, recommend, and implement human resource digital innovations; Collaborate with ICT to integrate human resource systems with automation, predictive analytics, and chatbot-enabled employee self-services; Produce human resource analytics reports that drive data-informed governance, policy review, and operational improvement; Facilitate the development and review of Employment Equity (EE) Plan-Facilitate the development implementation and review of the employment equity plan; Use data-driven tools analytics to track representation, monitor equity targets, and forecast future equity trends; Generate interactive employment equity dashboards to support compliance reporting and transformation initiatives; Compile, analyse and submit statutory employment equity reports; Coordinate and participate in employment equity and Skills Development

Forum/Committee; Provide advisory support to management and employees with regards to employment equity and transformation; Promote awareness and training programmes on employment equity within the department; Oversee Compensation and Workforce Costing-Maintain and monitor the Compensation of Employee (CoE) costing model in collaboration with the Management Accounting unit; Ensure alignment between the approved staff establishment, funded posts and compensation budget; Model salary, benefits and allowance impacts, and OSD adjustments to support budget planning; Monitor and report on vacancy over-/under-spending trends and provide recommendations to management; Conduct analyses to assess the financial implications of organisational changes, implementation of human resource plans and policy directives; Validate compensation data for accuracy, completeness and audit compliance; Coordinate the development and review of Human Resource Management Policies and Governance-Keep abreast with changes and public service trends in the human resource environment; Provide advice to relevant unit on the development and review of human resource policies; Coordinate the review process of human resource policies; Disseminate the approved human resource policies to departmental employees; Ensure policies align with digital transformation objectives, human resource technology standards, and data privacy requirements (POPIA).

- ENQUIRIES** : Ms Z Maloka Tel No: (012) 441 3730
- POST 20/80** : **CONSTRUCTION PROJECT MANAGER GRADE A REF NO: DSAC-10/06/2026**
- SALARY** : R914 517 - R975 582 per annum, (total package), as outlined in terms of the Occupation-specific Dispensation for Engineering professions and related occupations)
- CENTRE** : Pretoria
- REQUIREMENTS** : Senior Certificate / Matric Certificate / Grade 12 Certificate / NQF 4 or equivalent qualification; A minimum three-year National Diploma (NQF level 6) as recognised by SAQA in the Built Environment, Construction Management, Civil Engineering, Quantity Surveying, Architecture or any relevant Built Environment qualification with a minimum of four (4) years and six (6) months certified experience in Built Environment / A BTech qualification (NQF level 7) as recognised by SAQA in the Built Environment, Construction Management, Civil Engineering, Quantity Surveying, Architecture or any relevant Built Environment qualification with a minimum of four (4) years certified experience in Built Environment / Honours Degree (NQF level 8) as recognised by SAQA in the Built Environment, Construction Management, Civil Engineering, Quantity Surveying, Architecture or any relevant Built Environment qualification with a minimum of three (3) years certified experience in Built Environment; Compulsory registration as a Professional Construction Project Manager with the South African Council for the Project and Construction Management Professions (SACPCMP) on appointment; A Code 08 driver's license; Willingness to travel; Knowledge of the Regulatory framework applicable to Public Infrastructure; Knowledge and understanding of the Project management principles and methodologies; Knowledge and understanding of System (IDMS) and Government Immovable Assets Management Act (GIAMA) etc. Knowledge and understanding of legal compliance; Knowledge of the sporting and cultural environment in South Africa.
- DUTIES** : The purpose of this post is to provide technical and management support to municipalities and other infrastructure related projects to ensure compliance with Norms and standards; Manage and co-ordinate all aspects of projects-Guide the project planning, implementation, monitoring, reporting and evaluation in line with project management methodology; Develop, execute and review project work plans to meet changing needs and requirements; Identify resources needed and assign individual responsibilities; Manage day-to-day operational aspects of a project and scope; Effectively apply methodology and enforce project standards to minimize risk on projects; Review project designs; Conduct site inspections; Conduct conditional assessment of existing projects; Manage project budget and financial resources in consultation with the Project Manager-Monitor and report project progress to Project Manager; Manage project budget and resources; Attend progress site meetings; Ensure utilisation of financial resources allocated effectively; Provide administration support to tender processes-Provide inputs to other professionals with tender administration; Liaise and interact with

service providers, clients and management; Contribute to human resources and related activities; Maintain the record management system and the architectural library; Conduct research, development and ensure compliance; Ensure laws and regulations on design, construction and building procedures; Ensure Implementation and monitoring of Infrastructure projects within the Department; Keep up with new technologies and procedures; Research/ literature on new developments on project management methodologies; Liaise with relevant bodies/ councils on project management matters; Supervise subordinates-Advise and lead subordinates regarding all aspects of the work; Ensure compliance with governance, risk, and performance management requirements.

ENQUIRIES : Ms N Tshivhase Tel No: (012) 441 3013

POST 20/81 : **ASSISTANT DIRECTOR: TERMINOLOGY COORDINATION (X3 POSTS)**

SALARY : R605 742 per annum (Level 10)

CENTRE : **Pretoria:**

Afrikaans Ref No: DSAC-11/06/2026

Siswati Ref No: DSAC-12/06/2026

Isindebele Ref No: DSAC-13/06/2026

REQUIREMENTS : Senior Certificate/Matric Certificate /Grade 12 Certificate or equivalent qualification; A minimum three-year National Diploma (NQF level 6)/ Degree (NQF level 7) as recognised by SAQA in Language Practice/ Linguistics/ Translation and Interpreting Studies/ BA /BEd with a major in a relevant source language qualification; 2-3 years relevant experience with at least 2 years as a Language Practitioner in a terminological or lexicographical environment; Knowledge of Public Service Regulations; Knowledge of terminological and lexicographical principles; Knowledge of relevant prescripts and Regulations; Knowledge and understanding of Language policies and procedures; Knowledge of Terminology Management System; Strong editing, proofreading, and writing skills; Excellent command of at least two official languages (including English); Project Management skills; advanced computer skills; Problem solving and Analysis; Presentation skills; Good Communication and interpersonal relations.

DUTIES : The purpose of these positions is to ensure that a multilingual technical terminology service is rendered in the department through source text development; target text development; compilation of front and back matter; project management; stakeholder collaboration; development of national terminology policy and implementation; publication and dissemination of terminology lists; recording of minutes; translation-oriented terminography; conducting terminology research; management of the Terminology Management System (TMS); management of the National Terminology Register and the National Term Bank; conducting training on principles of terminology management and people management. Collaboration with other language stakeholders and continuous liaison with institutions and members of language communities; Supervise subordinates.

ENQUIRIES : Dr H Machaba Tel No: (012) 441 3251

POST 20/82 : **ASSISTANT DIRECTOR: TRANSLATION AND EDITING (X3 POSTS)**

SALARY : R605 742 per annum (Level 10)

CENTRE : **Pretoria:**

Xitsonga Ref No: DSAC-14/06/2026

Sepedi Ref No: DSAC-15/06/2026

Isindebele Ref No: DSAC-16/06/2026

REQUIREMENTS : Senior Certificate/Matric Certificate /Grade 12 Certificate or equivalent qualification; A minimum three-year National Diploma (NQF level 6)/ Degree (NQF level 7) as recognised by SAQA in Language Studies/ Linguistics/ Translation and Interpreting Studies/ majoring in a relevant language and/or translation, or relevant language qualification; 2–3 years relevant experience at least 2 years as a Language Practitioner in the translation environment; Successful completion of a departmental translation and editing test in the relevant official language; Knowledge of Public Service Regulations; Knowledge and understanding of relevant language policies and prescripts; Knowledge of translation/ editing/ language administration; Excellent command of at least two official languages including English; Strong editing, proofreading and writing skills; Ability to translate and edit text electronically;

<u>DUTIES</u>	: Good communication interpersonal relations; Planning and organising skills; Computer literacy; Research skills. : The purpose of this position is to promote access to information by providing translation and editing services; Translating official documents from English into the relevant official language and vice versa; Receive and review official documents for translation requirements; Study, analyse and excerpt problematic terms from source documents; Translate documents from English into the relevant official language; Translate documents from the relevant official language into English; Consult with subject matter experts or language specialists when necessary; Editing official documents written in the relevant official language and editing, checking and proofreading official documents translated into the relevant official language; Editing official documents written in [Xitsonga/Sepedi/Isindebele, depending on the position applied for]; Checking and verifying the accuracy of edited documents; Proofreading final versions of official documents translated into [Xitsonga/Sepedi/Isindebele, depending on the position applied for]; Ensuring quality and consistency in all translated and edited materials; Performing quality checks on all documents before final approval; Conduct research and develop terminology;-Conduct research and consultation on translation issues; Review and revise existing terminology for clarity and accuracy Provide administrative support and liaison service; Archiving all translated and edited documents electronically; Reporting on progress; Liaise with stakeholders; Carry out tasks as requested by the supervisor; Assist and give advice to clients on language matters; Supervision of subordinates-Supervise translation activities of subordinates.
<u>ENQUIRIES</u>	: Ms PM Gaffane Tel No: (012) 441 3256
<u>POST 20/83</u>	: <u>ASSISTANT DIRECTOR: STRATEGIC COMMITTEES (EMINENT PERSONS GROUP (EPG) REF NO: DSAC-17/06/2026</u>
<u>SALARY CENTRE REQUIREMENTS</u>	: R487 197 per annum (level 09) : Pretoria : Senior Certificate/Matric Certificate /Grade 12 Certificate or equivalent qualification; A minimum three-year National Diploma (NQF 6)/ Degree (NQF level 7) as recognised by SAQA in Public Administration, Office Management, Business Administration, Business Management, Office Management and Technology or any relevant Administration qualification; 2-3 years relevant experience at least 2 years as an Administration Officer in secretariat support of sport transformation initiatives for EPG or any relevant administration / office support environment; Knowledge of Relevant Public Service Regulation, Transformation Charter and Prescripts; Understanding of office procedures, administrative systems and policies; Understanding of Sport Federations; Knowledge and understanding of the Sport sector in South Africa; Knowledge and understanding of EPG initiatives; Data analytical skills; Client Orientation and Customer Focus; Presentation skills; Good communication and Interpersonal relations; Computer literacy; Planning and organising skills; Strong Minute taking skills; Problem solving skills; Analytical skills; Research skills; knowledge management skills, document management skills; meticulous and attention to detail.
<u>DUTIES</u>	: The purpose of this post is to provide administrative and logistical support to the Eminent Persons Group (EPG) and its Secretariat by coordinating sport transformation initiatives; Capture, verify and cross check data received from Federations; Distribute data sheets to National Federations; Receive completed Data Sheets from National Federations; Follow up on outstanding data sheets from Federations; Capture Data Received from Federations into Master Sheet; Conduct research to assist in report writing; Submit Cross Checked Master Sheet Data to Federations for verification; Ensure all Master Sheet information submitted to Federations are returned and verified; Communicate regularly with Federations to clarify discrepancies and support data accuracy; Identify and resolve data anomalies, inconsistencies, and missing information; Monitor federations adherence to timelines and reporting standards; Compile reports highlighting data quality issues and areas for improvement; Maintain and approve verified Master Data Sheets; Record and track all anomaly resolution activities for audit and reporting purposes; Provide regular progress updates and feedback to relevant stakeholders; Ensure data is correct and up to date for annual audit; Assist in developing and maintaining Master Comparative Data Sheet, Comparative Barometer Tables, and Prepare graphs, tables, data interpretation and data analysis; Provide administrative

support services to the unit and the EPG Committee; Liaise with the EPG Chairperson and Members to coordinate and schedule meeting dates for the financial year; Attend and provide secretariat support to the EPG Committee; Attend EPG meetings virtually and in person, both internal and external; Take minutes of meetings and circulate to all stakeholders; Ensure all meeting minutes are completed with accuracy and submitted timeously; Track and follow up on action items and resolutions from meetings; Serve as a point of contact between the EPG Secretariat and stakeholders; Maintain filing systems (electronic and manual) and ensure records are properly managed and easily retrievable; Prepare relevant documents, minutes, correspondence, reports, submissions, memos and briefing notes as required; Ensure timely dissemination of information and documentation; Handle confidential documents with discretion and maintain data integrity; Provide support to the Director and the EPG Committee members in terms of Transformation Reports- Consolidate and provide support in terms of writing the EPG Report; Assist with proof-reading the report; Assist with issues related to printing the report.; Ensure all logistics are in place for the release of the report; Distribute the EPG Transformation report to internal and external stakeholders; Coordinate travel for the EPG Director and EPG committee and assist with financial administration activities within the Directorate-Monitor expenditure against the allocated budget and report variances; Make travel arrangements for the Director and EPG Committee members; Prepare and assist in processing travel claims for EPG Committee members and reconcile expenditure in line with financial policies; Assist with documentation for procuring a service provider if required; Maintain records of financial transactions and ensure compliance with relevant policies.

ENQUIRIES : Ms S Dawad Tel No: (012) 441 3000

POST 20/84 : **ASSISTANT DIRECTOR: GEOGRAPHICAL NAMES (ADMINISTRATOR AND RESEARCH REF NO: DSAC-18/06/2026)**

SALARY CENTRE REQUIREMENTS : R487 197 per annum (Level 09)
: Pretoria
: Senior Certificate/Matric Certificate /Grade 12 Certificate or equivalent qualification; Three-year Degree/ National Diploma (NQF level 6)/ Degree (NQF level 7) as recognised by SAQA in Geography/ Heritage Studies or any relevant Heritage qualification; 2-3 years relevant experience at least 2 years at a Heritage Officer level in research, geographical names, information or data analysis, and data processing or any related environment; A valid driver's licence; Knowledge of South African Geographical Names Council Act, 1998; Knowledge and understanding of South African Heritage Sector; Knowledge of Heritage and cultural policy frameworks; Knowledge of Public Service legislation and regulations; Ability to operate at a national, provincial, and local levels; Understanding of language developments and orthography rules; Computer literacy; Research and presentation skills; Good communication and interpersonal relations; Analytical and critical thinking skills; Knowledge and understanding of ArcView, ArcMap and Visual basics will be added advantage; Problem solving skills; Planning and organising skills; Knowledge of basics of Project Management.

DUTIES : The purpose of this post is to provide coordination, and administrative support in the South African Geographical Names Council (SAGNC); Facilitate the standardization of geographical names in the country-Assist with liaising with Provincial Geographical Names Committees to receive geographical name applications; Ensure geographical names applications comply with the Councils SOP's; Assist to compile and circulate calendars for SAGNC meetings, awareness and stakeholder engagements; Draft responses to general requests and queries; Drive evidence-based research and analysis on geographical names, heritage, history, and linguistic dimensions to support national standardization processes on receipt of geographical names. Participate in documenting indigenous knowledge, orthography, and place-name heritage to strengthen informed decision-making and academic collaboration. Provide Secretariat Support to the South African Geographical Names Council-Arrange logistics for SAGNC and subcommittee meetings (venue, catering, travel bookings); Prepare, record and distribute minutes and meeting documentation of subcommittee and council meetings; Assist with filing and management of SAGNC records; Coordinate processing of payments and travel claims for SAGNC members; Assist in drafting memos and

submitting necessary documents to Supply Chain Management for budget and financial Reconciliation; Provide administrative support in the establishment of the South African Geographical Names Council (SAGNC)-Assist with the nomination, appointment and general setting up of the new SAGNC members; Coordinate induction programme and ensuring reconciliation; File documents related to the nomination and the appointment process of the council; Arrange awareness campaigns and monitor Stakeholder Liaison-Assist with organising awareness campaigns and outreach initiatives; Arrange logistics for awareness campaigns; Assist communication with National, Provincial, local authorities and stakeholders.

ENQUIRIES : Mr WG Kasibe Tel No: (012) 441 3033

POST 20/85 : **ADMINISTRATIVE OFFICER: MAINTENANCE, HEALTH AND SAFETY REF NO: DSAC-19/06/2026**

SALARY : R338 106 per annum (Level 07)

CENTRE : Pretoria

REQUIREMENTS : Senior Certificate/Matric Certificate /Grade 12 Certificate/ NQF level 4 or equivalent qualification. A minimum three-year National Diploma (NQF 6)/ Degree (NQF level 7) in Environmental Health/ Safety Management/ Facilities Management as recognised by SAQA or any other relevant qualification. Completed Community Service. Valid driver's licence. Registration with HPCSA or any relevant organization. 1-2 years relevant experience in maintenance, facilities or Occupational Health and Safety environment or any related environment field. Knowledge of facilities maintenance processes and Occupational Health Safety principles. Basic understanding of the Occupational Health and Safety Act, Maintenance and related legislations. Understanding of administrative processes and records management skills. Computer literacy. Good report writing skills. Good communication and interpersonal relations. Planning and organizational skills. Problem-solving and coordination skills.

DUTIES : Report defects, compile job cards and liaise with the landlord. Monitor and ensure that all maintenance and repairs are completed timeously. Liaise with internal stakeholders and external service providers regarding maintenance issues. Oversee cleaning services. Manage the procurement and distribution of toilet and cleaning consumables. Manage minor repairs via the handyman services. Compile maintenance reports and statistics for management. Monitor turnaround times and follow up on outstanding maintenance tasks. Manage the Meeting Room Booking (MRBS). Oversee the preparation of meeting rooms. Oversee the cleaning of the Pause areas. Supervise the printing production services. Conduct inspections of buildings and ensure compliance with the Health and Safety procedures and quality standards. Assist with the coordination of occupational health and safety activities in addressing emerging environmental risks. Monitor hygiene and housekeeping at all departmental sites. Investigate and report incidents and complaints. Liaise and work closely with the health and safety representatives at all Departmental sites. Assist with coordination of the emergency preparedness exercises at all sites. Assist with maintaining a healthy and safe working environment to ensure compliance. Provide administrative support for the implementation of OHS policies, procedures and programmes. Maintain OHS registers, incident/ accident records and compliance documentation. Ensure confidentiality and integrity of records and information. Manage the contracts for building maintenance such as but not limited to Toilet consumables, Air fresheners, DSTV and TV licences. Prepare submission and memos for approval to procure. Liaise with internal stakeholders and external service providers. Compile the terms of reference and specifications. Monitor services rendered by all contractors. Check and ensure all payments are affected timeously. Provide general administrative support including correspondence, filing, compliance documents, and certificates. Assist and schedule meetings, prepare agendas and record minutes related to maintenance and OHS matters. Coordinate training sessions, inductions and awareness programmes for employees and contractors. Assist with procurement administration related to maintenance and OHS services and supplies. Support compliance with the Occupational Health and Safety Act, Maintenance and related regulations. Assist in monitoring contractor compliance with safety and maintenance requirements. Allocate work and monitor progress. Provide overall supervision and guidance to subordinates. Provide training and development of

subordinates. Manage discipline. Ensure all requirements of performance management system are met. Enable a healthy and efficient working environment with subordinates.

ENQUIRIES

: Ms Philiswa Mthembu Tel No: (012) 441 3147

STATISTICS SOUTH AFRICA

Stats SA provides scientific knowledge that enables society to understand complex socio-economic phenomena. It draws its mandate from the Statistics Act, 1999 (Act No 6 of 1999). Stats SA strives to excel in the following five competencies: Intellectual capability to lead the scientific work of statistics, Technological competence for purposes of large-scale processing and for complex computations and accessibility of information to the public, Logistical competence for deployment of (forward and reverse) logistics of large-scale field operations and for strategic choices regarding operational efficiency and cost-effectiveness, Political competence in understanding the political environment without being political or Politicised (commitment of delivery without fear or favour), Administrative competence: The ability of bringing it all together.



- APPLICATIONS** : All applications must be submitted online on the following link:
www.statssa.gov.za/recruitment
- CLOSING DATE** : 29 June 2026
- NOTE** : Applications must be submitted online and must be completed in full on all fields including the declaration part. Clear indication of the post and reference number that is being applied for must be selected. The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za, and a detailed Curriculum Vitae. Submission of certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary are optional but will only be submitted by shortlisted candidates to HR on or before the day of the interview date. General information: Females, youth and people with disabilities are targeted for these positions and are hereby encouraged to apply. All shortlisted candidates for SMS posts will be subjected to two pre-entry technical exercises and a competency assessment that intend to test both the technical and generic managerial competencies of the job, the logistics of which will be communicated by the Department. The shortlisted candidate(s) will be required to undergo a Competency Assessment and must be available for interviews at a date and time determined by Statistics South Africa. One of the minimum entry requirements for SMS positions is the pre-entry certificate submitted prior to appointment. For more details on the pre-entry course visit: <https://www.thensg.gov.za/training-course/smspre-entry-programme/>. The successful candidate(s) will be required to sign an annual performance agreement, disclose his/her financial interests and be subjected to security clearance. Applications that do not comply with the requirements will not be taken into consideration. If you have not received a response from this Department within three months of the closing date, please consider your application unsuccessful. NOTE: Statistics South Africa reserves the right to fill or not fill the below-mentioned post.

MANAGEMENT ECHELON

- POST 20/86** : **CHIEF DIRECTOR: BUSINESS REGISTER REF NO: 02/06/26HO**
- SALARY** : R1 554 696 per annum (Level 14), (all-inclusive remuneration package)
- CENTRE** : Head Office
- REQUIREMENTS** : A Bachelor's degree/ NQF 7 in Business Management/ Economics/ Statistics/ Data Science Training in Total Quality Management , Project Management, Financial Management, Data Science, 5 years' of experience at senior managerial level in the statistical production processes, Extensive experience in data collection, statistical analysis, business classification, managing and supervising a team, A good understanding of the South African business environment and including the understanding of VAT/TAX legislation, Knowledge of MS Office Suite, Financial Management, Business Management, Economics, Statistics, Business registration and Taxation, Management, analytical, problem-solving, verbal and written communication and conceptualising skills, Good organiser, good communicator and negotiator, customer oriented, Strategic thinking and planning and performance management, leadership, skills, Ability to work under pressure, ability to handle multiple and complex tasks and projects, ability to pay attention to detail and strong focus on service delivery, A valid driver's license.

DUTIES : Lead and direct the profiling of large and complex businesses, Lead and manage the maintenance of all identified statistical business units, Lead, manage and monitor the quality of the statistical business register, Lead innovation, and methodological development for the business register, Lead and manage the classification of businesses in respect of both economic activities as well as institutional sector, Lead the development of policies and procedures; processes; and plans, Direct and manage staff and other resources of the chief directorate.

ENQUIRIES : Ms M Montsho Tel No: (012) 310 4889

POST 20/87 : **CHIEF DIRECTOR: PROVINCIAL OFFICE (X2 POSTS)**

SALARY : R1 554 696 per annum (Level 14), (all-inclusive remuneration package)

CENTRE : Eastern Cape (Kugompo City) Ref No: 03/06/26EC

KwaZulu Natal (Durban) Ref No: 04/06/26KZN

REQUIREMENTS : A Bachelor's degree/ NQF 7 in Statistics/ Demography/ Geography/ Population Studies; Training in Leadership and Management, Project Management, Research and Survey Methodology; Computer software packages e.g. Microsoft Office Suite, Customer / Marketing focus, Financial and Asset Management, Labour Relations, Strategic Management, Change Management; 5 years of relevant experience at senior managerial level, Experience in Managerial or project management, Data collection by fieldwork, analysis and report writing and experience in Census taking activities, Knowledge of national and international standards and practices, Survey Methodologies, Project Management, Computer Software packages, Government Acts, Knowledge of profiles of users and stakeholders and their specific requirements. Knowledge of Marketing, Labour Relations, Financial Management and Strategic planning, A valid driver's license, Skills in Monitoring field operations, Analytical and strategic thinking, Decision-making, Research skills, Identify special development needs. Teamwork, Leadership skills, Presentation skills, Language Proficiency, Statistical analysis and financial management and proven general management skills, conflict management, data analytics tools, Willingness to work long hours to meet deadlines and travel.

DUTIES : Direct and manage the fieldwork operations and data collection, Drive and direct marketing, dissemination and user information services, Direct and coordinate the development of the Provincial National Statistics System (NSS), Lead the development and implementation of strategies, policies, processes and procedures, Direct and manage financial and human resources within the provincial office.

ENQUIRIES : Ms M Montsho Tel No: (012) 310 4889

POST 20/88 : **DIRECTOR: BASIC SERVICES AND INFRASTRUCTURE SECTOR STATISTICS REF NO: 05/06/26HO**

SALARY : R1 317 384 per annum (Level 13), (all-inclusive remuneration package)

CENTRE : Head Office

REQUIREMENTS : A Bachelor's degree/ NQF 7 in Data Science/ Statistics/ Demography/ Population Studies/ Development Studies/ Geography/GIS, Training in Project Management, Statistical Analysis, Training in SAS or other statistical packages, 5 years of experience at a middle/ senior managerial level and exposure in the relevant field, Extensive knowledge in official and national statistics, Experience in census/surveys or administrative data collection/ registers, Extensive knowledge of statistical and other related legislations, Extensive knowledge of data quality & management, Extensive knowledge of monitoring and evaluation systems and indicator development, Extensive Knowledge of Census, Survey and administrative data methodologies; Training on Project management, Statistics Analysis, SAS Training or training in another statistical package; An innovative thinker with diversity awareness, creativity, assertiveness, open for change and improvement, self-driven, result-driven and team player.

DUTIES : Establish and manage partnership with stakeholders within the Basic Services and Infrastructure Sector, Manage capacity building to Entities of the NSS, Manage and address data, quality and capacity gaps for all data producing entities; Ensure the implementation of clearance protocol for Basic Services and Infrastructure Sector Statistics, Ensure development and review of sector strategies and plans, Manage staff and other resources of the directorate.

ENQUIRIES : Ms S Twala Tel No: (012) 310 8326

POST 20/89 : **DIRECTOR: ECONOMIC STATISTICS ASSESSMENT REF NO: 06/06/26HO**

SALARY CENTRE REQUIREMENTS : R1 317 384 per annum (Level 13), (all-inclusive remuneration package)
: Head Office
: A Bachelor's degree/ NQF 7 in Statistics/ Accounting/ Economics/ Econometrics; Training in official statistics, data quality including the use of SASQAF, MS Office suite and MS Project; 5 years of experience at a middle/ senior managerial level and exposure of the following: statistical production process in the field of economic surveys and data quality assessment using SASQAF, Knowledge of the Fundamental principles of official statistics, Statistics Act and legislations, Various statistical standards and classification systems, Knowledge of statistical processes and the statistical value chain/generic statistical business process model, Knowledge of international guidelines and methodologies as applicable to the field of economic statistics such as national accounts, price statistics, labour market statistics, and government finance statistics, etc. Planning and time management skills, Conceptualising, interpretation and communication skills, Problem identification and developing solutions, must be able to work with deadlines, Ability to do extensive reading and web research, attending work sessions (internally or externally) and willingness to travel.

DUTIES : Manage data quality assessment for economic statistics products, Ensure the development of independent quality assessment reports for economic statistics products, Manage and coordinate the process of certifying statistics as official, Ensure the development and review of data quality instruments and tools, Ensure the development of policies and procedures; processes; and plans, Manage staff and other resources of the Directorate.

ENQUIRIES : Ms S Twala Tel No: (012) 310 8326

POST 20/90 : **DIRECTOR: ECONOMIC SECTOR STATISTICS REF NO: 07/06/26HO**

SALARY CENTRE REQUIREMENTS : R1 317 384 per annum (Level 13), (all-inclusive remuneration package)
: Head Office
: A Bachelor's degree/ NQF 7 in Data Science/ Statistics/ Economics/ Econometrics; Training in Project Management, Statistics Analysis, Training in SAS or other statistical packages, 5 years of experience at a middle/ senior managerial level and exposure in the relevant field; Extensive knowledge in official and national statistics, Experience in census/surveys or administrative data collection/ registers; Extensive knowledge of statistical and other related legislations; Extensive knowledge of data quality & management; Extensive knowledge of monitoring and evaluation systems and indicator development; Extensive knowledge of Census, Survey and administrative data methodologies; Ability to articulate abstract concepts simply to stakeholders, high level of conceptual and abstract thinking, excellent problem solving and analytical skills, report writing skills, An innovative thinker with diversity awareness, creativity, assertiveness, open for change and improvement, self-driven, result-driven and team player.

DUTIES : Establish and manage partnership with stakeholders within the Economic Statistics Subsystem, Manage capacity building to Entities of the NSS, Manage and address data, quality and capacity gaps for all data producing entities, Ensure the implementation of clearance protocol for Economic Statistics Subsystem, Ensure development and review of sector strategies and plans, Manage staff and other resources of the Directorate.

ENQUIRIES : Ms S Twala Tel No: (012) 310 8326

POST 20/91 : **DIRECTOR: MULTI-DIMENSIONAL POVERTY STATISTICS REF NO: 08/06/26HO**

SALARY CENTRE REQUIREMENTS : R1 317 384 per annum (Level 13), (all-inclusive remuneration package)
: Head Office
: A Bachelor's degree/ NQF 7 in Statistics/ Economics/ Econometrics/ Demography/ Development Studies, Training in MS Office Suite, STATA, SAS or other statistical analysis software, 5 years of experience at a middle/ senior managerial level in data analysis and writing statistical and thematic reports, Knowledge of Mathematics, Statistics, Econometrics, Economics, Development Studies, Demography and Population Studies; Knowledge of

Alkire-Foster methodology for computation of multidimensional poverty, Knowledge of the Statistical Value Chain/business-mapping process of the organisation; Knowledge of statistical standards across the survey value chain, Analytical, numeric, report writing skills, basic programming skills, Conceptualising, interpretation and presentation skills, Planning and time management skills, Innovative and analytical thinker, good communicator, Ability to work with team- members (interpersonal skills), Consistent, committed, strategic thinker and organised.

DUTIES : Manage the development of multidimensional poverty data items and indicators; Manage training and quality assurance on multidimensional poverty content; Manage the production of multidimensional poverty products; Manage stakeholder needs and data requests relating to multidimensional poverty statistics; Ensure the development of policies and procedures; processes; and plans; Manage staff and other resources.

ENQUIRIES : Ms S Twala Tel No: (012) 310 8326

OTHER POSTS

POST 20/92 : **DEPUTY DIRECTOR: DISTRICT MANAGEMENT (X3 POSTS)**

SALARY : R1 101 468 per annum (Level 12), (all-inclusive remuneration package)
CENTRE : Eastern Cape: Nelson Mandela Bay District Office Ref No: 14/06/26HO
 North-West: Ngaka Modiri Molema District Office Ref No: 15/06/26HO (X2 Posts)
 Dr Ruth Segomotsi Mompoti District Office Ref No: 16/06/26HO

REQUIREMENTS : A Bachelor's degree/ NQF 7 in Statistics/ Mathematics/ Demography/ Geography/Financial Management/ Accounting/ Human Resource Management/ Public Management/ Public Administration/ Business Administration/ Facilities Management/ Security Management/ Logistics. Training in research, sampling techniques, survey methods, financial management, marketing, stakeholder relations, customer focus, fleet management, logistics management, risk management, report writing, SASQAF Training. 3-4 years' experience as an Assistant Director in relevant fields such field operations, statistical support and coordination and Corporate Services. Knowledge of survey methodologies, project management, financial management, strategic management, risk management, HR management, facilities management, asset management, public management, Communication, decision-making, presentation, strategic thinking, interviewing, conflict resolution, leadership, map reading, report writing, supervisory and team management skills, skills in monitoring field operations. A creative, energetic, self-driven, results driven, assertive and innovative worker who has diversity awareness and emotional intelligence, is open to change and improvement, a good listener, is oriented towards service delivery, has consistency and integrity and stress management skills, A valid driver's license and ability to drive.

DUTIES : Develop district tactical and operational plans. Manage fieldwork operations/ services in the district. Manage Corporate Services in the district. Conduct stakeholder engagements to communicate, market and disseminate Stats SA products and services at district level. Manage staff and other resources.

ENQUIRIES : Mr G Parkins at 082 904 9771

POST 20/93 : **PRINCIPAL SYSTEMS ANALYST: SYSTEM ANALYSIS AND DESIGN REF NO: 09/06/26HO**

SALARY : R932 292 per annum (Level 11), (all-inclusive remuneration package)
CENTRE : Head Office, Pretoria

REQUIREMENTS : A Bachelor's degree/ NQF 7 in Information Technology (IT), Computer Science, and Information System; Training Agile software development methodologies, ITIL/ COBIT certification, DevOps, Project Management, 5 - 7 years' experience in practicing systems analysis and design in the general software development lifecycle; Training in solutions architecture and design, Application of agile software development methodologies, Handling multiple projects simultaneously, Competence to use design and project management tools (MS Project, Visio); Knowledge of Data modelling/processing, End-to-end technology, data and applications operations, Understanding of Technology trends; Good interpersonal, conceptual, leadership, planning, numerical,

communication, analytical, presentation, Ability to pay attention to detail, Ability to work under pressure and handle multiple and complex tasks and projects.

DUTIES : Conduct system analysis and planning; Refine the draft design artefacts based on the solution design; Conduct analysis and design during solution delivery; Facilitate systems maintenance and support.

ENQUIRIES : Mr N Jones Tel No: (012) 310 4880

POST 20/94 : **PRINCIPAL SYSTEMS DEVELOPER: APPLICATION ARCHITECTURE REF NO: 10/06/26HO (X2 POSTS)**

SALARY CENTRE REQUIREMENTS : R932 292 per annum (Level 11), (all-inclusive remuneration package)
: Head Office, Pretoria
: A Bachelor's degree/ NQF 7 in Information Technology (IT), Computer Science, and Information System; 5 – 7 years' experience in practicing systems development in the general software development lifecycle; Training in Agile software development methodologies, ITIL/ COBIT certification, DevOps, Project Management, SAS/Statistical training, Training in solutions architecture and design, Application of agile software development methodologies, Handling multiple projects simultaneously, Competence to use design and project management tools (MS Project, Visio), Knowledge of Data modelling/processing, End-to-end technology, data and applications operations, Understanding of Technology trends; Good interpersonal, conceptual, leadership, planning, numerical, communication, analytical, presentation, Ability to pay attention to detail, Ability to work under pressure and handle multiple and complex tasks and projects.

DUTIES : Review the development and maintenance of new analytical/statistical solutions; Conduct application changes on the management framework; Review the maintenance of existing the analytics systems; Review the accuracy, reliability, and optimal performance of analytics systems, programs, and data processes

ENQUIRIES : Mr N Jones Tel No: (012) 310 4880

POST 20/95 : **PRINCIPAL SYSTEMS DEVELOPERS: SOLUTIONS DEVELOPMENT REF NO: 11/06/26HO (X2 POSTS)**

SALARY CENTRE REQUIREMENTS : R932 292 per annum (Level 11), (all-inclusive remuneration package)
: Head Office, Pretoria
: A Bachelor's degree/ NQF 7 in Information Technology (IT)/ Computer Science/ and Information System; 5-7 years' experience in practicing systems development and support in the software development lifecycle; Training in solutions architecture and design, Website management, Application of agile software development methodologies, Handling multiple projects simultaneously, Software development in web and windows, Agile software development methodologies, Project management skills; Knowledge of Data modelling, Web infrastructure, Relational Databases, Understanding of Technology trends; Good interpersonal, conceptual, leadership, planning, numerical, communication, analytical, presentation, coordination and liaison skills with a strong focus on service delivery, customer needs and process and product quality, Ability to pay attention to detail, Ability to work under pressure and handle multiple and complex tasks and projects.

DUTIES : Conduct software planning; Develop front-end software solutions and interfaces; develop back-end services for software solutions; Implement code quality activities and practices; Provide technical support for production software solutions.

ENQUIRIES : Mr N Jones Tel No: (012) 310 4880

POST 20/96 : **PRINCIPAL DATABASE ADMINISTRATOR REF NO: 12/06/26HO**

SALARY CENTRE REQUIREMENTS : R932 292 per annum (Level 11), (all-inclusive remuneration package)
: Head Office, Pretoria
: A Bachelor's degree/ NQF 7 in Information Technology (IT)/ Computer Science/ Information Systems. Training in Agile Software development methodologies, ITIL/ COBIT certification, DevOps, Database certificate, and Project Management. At least 5 – 7 years' experience in practising database administration and design in the general software development lifecycle, Training in solution architecture and design, Application of agile software development methodologies, ability to handle multiple projects simultaneously,

		competence in using design and project management tools (MS Project, Visio). Knowledge of Data modelling/processing, End-to-end technology, data and applications operations, Understanding of Technology trends. Must have good interpersonal, conceptual, leadership, planning, numerical, communication, analytical, presentation skills, Ability to pay attention to detail, Ability to work under pressure and handle multiple and complex tasks and projects.
<u>DUTIES</u>	:	Refine database design and architecture. Maintain and upgrade database/application servers. Deploy approved changes and resolve complex issues. Resolve application/database issues.
<u>ENQUIRIES</u>	:	Ms LC Dooka Tel No: (012) 336 0106
<u>POST 20/97</u>	:	<u>DEPUTY DIRECTOR: DATA VALIDATION AND ADMINISTRATION SUPPORT REF NO: 13/06/26HO</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R932 292 per annum (Level 11), (all-inclusive remuneration package) Head Office, Pretoria A Bachelor's degree/ NQF 7 in Statistics/ Demography/ Econometrics/ Economics/ Development Studies; 3-4 years' experience at ASD level in a Statistics environment; Training in Project management; Statistical analysis, SAS Training or training in other statistical packages; Knowledge of statistical and related legislation, Data management, Data quality and Indicator development. Ability to articulate abstract concepts simply to stakeholders, High-level of conceptual and abstract thinking; excellent problem-solving, analytical skills, interpersonal and report-writing skills. An innovative thinker with diversity awareness, creativity, assertiveness, open for change and improvement, self-driven, result-driven and team player.
<u>DUTIES</u>	:	Guide the implementation of statistical plans in accordance with Integrated Indicator Framework (IIF); Monitor and coordinate statistical data flow between South Africa and other countries and international agencies; Guide the validation of data emanating from entities within the NSS intended for national and international consumption; Coordinate the development, application and review of new validation Standards; Develop and review frameworks; Manage staff and other resources.
<u>ENQUIRIES</u>	:	Ms L Dooka Tel No: (012) 336 0161
<u>POST 20/98</u>	:	<u>DEPUTY DIRECTOR: STANDARDS DEVELOPMENT REF NO: 17/06/26HO</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R932 292 per annum (Level 11), (all-inclusive remuneration package) Head Office, Pretoria A Bachelor's degree/ NQF 7 in Statistics/ Demography/ Data Science/ Economics/ Econometrics; Training in Project Management, writing skills course, Suite of standards development courses, Advanced Management Course, Policy Development, Quality Management, Survey Methodology, Official Statistics, 3- 4 years' experience at Assistant Director level in the statistical or related field; Knowledge of the following is required: Fundamental principles of official statistics, Statistics Act and other legislations, Various statistical standards and classification systems, Knowledge of statistical processes and the statistical value chain, Survey Methodology, Various frameworks governing production of population and social statistics, and economics statistics, Government legislation/policies and how the Public Sector operates, Understanding of the role of statistics in government, Quality management systems and quality assessment frameworks, Interpretation of international guidelines and methodologies as applicable to the field of population and social statistics, and economic statistics. Planning and time management skills, Conceptualising, interpretation of international guidelines and methodologies as applicable to the field of population and social statistics and economic statistics, Planning, time management, report writing and communication skills, Analytical thinking and complex problem-solving skills, Decision-making skills, Project management skills, High degree of computer literacy, Stakeholder management, Facilitation skills, Ability to conduct research. An innovative, analytical-oriented thinker, an independent thinker, a good communicator, accurate and attention to details and must be able to work in a team, should be organised, able to think strategically, be committed, able to show perseverance, be consistent, balanced and communicate processes effectively.
<u>DUTIES</u>	:	Monitor and coordinate the alignment of standards development initiatives with organisational and national priorities; Monitor and coordinate the development,

review, and updating of statistical standards, classifications, concepts and definitions in Stats SA and statistical units within entities of the NSS (economics, social and environmental sectors); Monitor the development and maintenance of statistical standards-related policies, technical documentation, guidelines, and metadata templates; Monitor and coordinate environmental scanning activities to ensure informed development of national, regional, and international standards; Develop and review frameworks; Manage staff and other resources

ENQUIRIES : Ms L Dooka Tel No: (012) 336 0106

POST 20/99 : **DEPUTY DIRECTORS: PRICE STATISTICS COMPILATION REF NO: 18/06/26HO (X2 POSTS)**

SALARY : R932 292 per annum (Level 11), (all-inclusive remuneration package)
CENTRE : Head Office, Pretoria
REQUIREMENTS : A Bachelor's degree/ NQF 7 in Statistics, Econometrics,/ Mathematics/ Data science; Three to four (3- 4) years at Assistant Director level in similar field; Knowledge of the Statistical, and Economic fields are essential; Computer literacy – Ms Excel, Ms Word, PowerPoint, Project Management and SAS or any other statistical package; Managerial skills, High level of numeracy, Computer literate in MS suite, Software Programming, Strong problem solving skills, Attention to detail, Good written and verbal communication skills, Good interpersonal skills, Conflict management skills; The ability to work with people in a team environment, The ability to communicate effectively, Strong numerical and analytical skills, The ability to work on his/her own, The ability to take initiative and lead teams.

DUTIES : Monitor and coordinate the compilation of price indices programmes; Monitor the data analysis process for Price Statistics Compilation; Monitor and coordinate editing and validation of price stats data; Monitor, Maintenance and Enhancement of Price Statistics Compilation Systems; Monitor the compilation and dissemination of the Price Statistics; Manage staff and other resources.

ENQUIRIES : Ms S Khoza Tel No: (012) 310 8097

POST 20/100 : **SYSTEMS DEVELOPER: SOLUTIONS DEVELOPMENT REF NO: 19/06/26HO (X2 POSTS)**

SALARY : R487 197 per annum (Level 09)
CENTRE : Head Office, Pretoria
REQUIREMENTS : A National Diploma (NQF 6) in Information Technology/ Computer Science/ Information Systems, Training in Agile software development methodologies, COBIT/ ITIL/ TOGAF Frameworks, Project Management, 3-4 years' experience in practicing systems development and support in the software development lifecycle, Knowledge of technology trends, web infrastructure, data modelling and relational database, Training in solution architecture and design, Skills in website management, Application of agile software development methodologies, software development in web and windows, Agile software development methodologies and project management, Ability to handle multiple projects simultaneously, Ability to pay attention to detail, Ability to work under pressure and handle multiple and complex tasks and projects, A hard worker with good interpersonal, conceptual, leadership, planning, numerical, communication, analytical, presentation, coordination and liaison skills with a strong focus on service delivery, customer needs and process and product quality.

DUTIES : Conduct feature planning. Develop front-end software feature interfaces. Develop back-end software services for software features. Provide technical support for production software features.

ENQUIRIES : Ms S Khoza Tel No: (012) 310 8097

POST 20/101 : **SYSTEM DEVELOPER: DATA ARCHITECTURE REF NO: 20/06/26HO (X2 POSTS)**

SALARY : R413 001 per annum (Level 08)
CENTRE : Head Office, Pretoria
REQUIREMENTS : A National Diploma (NQF 6) in Information Technology (IT), Computer Science and Information Systems. Training in Agile Software Development Methodologies, Scrum Fundamentals understanding Agile development environments, Systems Development Life Cycle, SAS/Statistical training.3-4

years of experience in a software development life cycle. Rational database design skills, Analytical and problem-solving skills, Good communication and documentation skills, Familiarity with Agile/Scrum practices, Competency to use design and project management tools (MS Project, Vision). Knowledge of requirement gathering techniques, Understanding of technology trends. A hard worker who is detailed oriented and through, Collaborative and team focused, Organized and time conscious and eager to learn and adapt to new tools, Ability to work under pressure.

DUTIES : Develop and maintain analytical/statistical solutions. Maintain and support of analytics systems. Implement systems. Test systems.
ENQUIRIES : Ms S Khoza Tel No: (012) 310 8097

POST 20/102 : **ASSISTANT DIRECTOR: ECONOMICS REF NO: 21/06/26HO**

SALARY : R413 001 per annum (Level 08)
CENTRE : Head Office, Pretoria
REQUIREMENTS : A National Diploma/ A Bachelor's degree/ NQF 7 in Economics/ Statistics/ Accounting. Training in System of National Accounts (SNA), as well as other international guidelines and methodologies as applicable to the work area, e.g. System of Environmental Economic Accounting (SEEA-Central Framework and SEEA-Ecosystem Accounting) and other subject specific manuals. Training in SAS, Introduction to Project Management, Introduction to economic indicators and analysis, Labour Relations and Financial Management, 3-4 years' experience in a similar field. Knowledge of the System of National Accounts (SNA), System of Environmental Economic Accounting (SEEA-Central Framework and SEEA-Ecosystem Accounting) and various relevant classification systems, Ability to plan, work and meet timelines, Innovative, analytical thinker and good communicator that works well in a team, Should be organised and able to think strategically and communicate processes effectively, Competence in the use of office software packages such as MS Office, specifically Excel, Word and Power Point, Excellent verbal and written communication skills and strong numeric and analytical skills.

DUTIES : Coordinate the partnerships with role players outside of the South African National Statistics System (SANSS), Coordinate and innovate the production of Environmental Economic Accounts (EEA) and Ecosystem Accounts (EA) data, Coordinate the collection of EEA and EA data, Coordinate the analysis of economic, social and environment data indicators, Coordinate the compilation of EEA and EA statistics, Conduct mapping and project planning, Supervise staff and other resources of the directorate.

ENQUIRIES : Ms S Khoza Tel No: (012) 310 8097

POST 20/103 : **DEMOGRAPHER: MID-YEAR POPULATION ESTIMATES AND PROJECTIONS REF NO: 22/06/26HO**

SALARY : R413 001 per annum (Level 08)
CENTRE : Head Office, Pretoria
REQUIREMENTS : Bachelor's degree (NQF 7) in Demography, Population Studies, Statistics, Economics, Geography, or a related field; 1-2 years' experience at supervisory level/experience in the field of statistics / Population studies. Experience in data collection, analysis, and interpretation in population studies. Strong analytical, report writing and presentation skills to effectively communicate demographic findings to stakeholders. Experience in working with Census data, household surveys, and administrative records. Familiarity with demographic methods such as population projections, fertility and mortality analysis, and migration studies. Knowledge of Demographic Methods & Techniques, Population Projection Models & Tools e.g. SPECTRUM), Statistical Software Training (e.g. SAS, R, STATA, SPSS etc.). Report writing, and presentation skills to effectively communicate demographic findings, teamwork & time management, communication skills and the ability to work under pressure and meet deadlines.

DUTIES : Assess, validate and triangulate data, Develop National, Provincial and District mid-year estimates, Develop local municipal and household estimates, Develop short, medium and long-term estimates, Identify areas of collaboration to Promote the use of Mid-Year Population estimates.

ENQUIRIES : Mr C Mokonyane Tel No: (012) 310 4604

<u>POST 20/104</u>	:	<u>STANDARDS DEVELOPER REF NO: 23/06/26HO (X3 POSTS)</u>
<u>SALARY</u>	:	R413 001 per annum (Level 08)
<u>CENTRE</u>	:	Head Office, Pretoria
<u>REQUIREMENTS</u>	:	A National Diploma (NQF 6) in Statistics / Demography / Data Science/ Economics / Econometrics; Training in Official Statistics, MS Office Suite, Survey Methodology, Quality Management, Policy Development, Suite of standards development courses, Training Skills Course, 0-12 months' experience in the statistical production process or related field; Conceptualising, interpretation, report writing, excellent communication, stakeholder management skills, good interpersonal, facilitation, analytical thinking, complex problem-solving, Ability to write, interpret and present the contents of statistical standards, Ability to advocate for standardisation, High degree of computer literacy, Ability to conduct research, Skills in interpretation of international guidelines and methodologies as applicable to the field of population and social and economic statistics, Knowledge of Fundamental principles of official statistics, Statistics Act and other legislations, Various statistical standards and classification systems, Knowledge of statistical processes and statistical value chain, Knowledge of the development, maintenance and implementation of standards, Knowledge of various frameworks governing production of population and social statistics and economic statistics, A good understanding of government policies and initiatives and the role of statistics in government decision-making, Knowledge of quality management systems and quality assessment frameworks, Knowledge of stakeholder management and consultation.
<u>DUTIES</u>	:	Align standards development initiatives with organisational and national priorities; Develop, review and update the statistical standards-related policies, technical documentation, guidelines, and metadata templates; Conduct and support environmental scanning activities to inform the development of national, regional, and international standards.
<u>ENQUIRIES</u>	:	Ms T Moalusi Tel No: (012) 3376435
<u>POST 20/105</u>	:	<u>STANDARDS ADVOCACY COORDINATOR REF NO: 24/06/26HO</u>
<u>SALARY</u>	:	R413 001 per annum (Level 08)
<u>CENTRE</u>	:	Head Office, Pretoria
<u>REQUIREMENTS</u>	:	A National Diploma (NQF 6) in Statistics / Demography / Social Sciences / Economics; 0-12 months' experience in the statistical production process or related field; Training in Official Statistics, MS Office Suite, Survey Methodology, Quality Management, Policy Development, Suite of standards development courses, Training Skills Course , Conceptualising, interpretation, report writing, excellent communication, stakeholder management skills, good interpersonal, facilitation, analytical thinking, complex problem-solving, Ability to write, interpret and present the contents of statistical standards, Ability to advocate for standardisation, High degree of computer literacy, Ability to conduct research, Skills in interpretation of international guidelines and methodologies as applicable to the field of population and social and economic statistics, Knowledge of Fundamental principles of official statistics, Statistics Act and other legislations, Various statistical standards and classification systems, Knowledge of statistical processes and statistical value chain, Knowledge of the development, maintenance and implementation of standards, Ensuring buy-in to standards and standards development processes, Knowledge of various frameworks governing production of population and social statistics and economic statistics, A good understanding of government policies and initiatives and the role of statistics in government decision-making, Knowledge of quality management systems and quality assessment frameworks, Knowledge of stakeholder management and consultation.
<u>DUTIES</u>	:	Facilitate training and capacity-building initiatives for Stats SA and NSS statistical units across economic, social and environmental sectors; Develop standards advocacy materials, campaigns, publications, and messaging on official statistics, Develop and enhance the digital instruments and tools used for standards advocacy; Facilitate and implement statistical standards advocacy programmes within Stats SA and within entities of the NSS, Facilitate communication between standards owners, users, and implementing entities.
<u>ENQUIRIES</u>	:	Mr O Marubane Tel No: (012) 336 0151

DEPARTMENT OF TOURISM

The Department of Tourism is an equal opportunity, affirmative action employer. It is our intention to promote representivity (race, gender, and disability) in the Department through the filling of these posts.

- APPLICATIONS** : Applications, quoting the relevant reference number, must be forwarded to the attention of Chief Director: HR Management and Development at Department of Tourism, Private Bag X424, Pretoria, 0001, or hand delivered at Tourism House, 17 Trevenna Road, Sunnyside, Pretoria, or by email as provided.
- CLOSING DATE** : 29 June 2026 by 16:30 (Late applications will not be considered)
- NOTE** : Application must include a Z83 form and CV only. The electronic application must be in PDF format and made up of a single document file. Indicate the correct job title and the reference number of the post on the subject line of your email. Applications quoting the relevant reference number must be submitted on the new form Z83, obtainable from any Public Service Department or on the internet at www.gov.za/documents. Received applications using the incorrect application for employment (old Z83) will not be considered. Each post(s) advert must be accompanied by its own application form for employment and must be fully completed, initialled, and signed by the applicant as instructed below. Failure to fully complete, initial, and sign the Z83 form will lead to the disqualification of the application during the selection process. All fields of Section A, B, C, and D of the Z83 must be completed in full. Section E, F, G (Due to the limited space on the Z83, it is acceptable for applicants to refer to their CV or see attached. However, the question related to conditions that prevent re-appointment under Part "F" must be answered, and the declaration signed. Only an updated comprehensive CV (with detailed previous experience, if any) and a completed and signed new Z83 application form are required. 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 the communication from Human Resources, and such qualifications (s) and other related documents (s) will be in line with the requirements of the advert. Applicants in possession of foreign qualifications must be accompanied by an evaluation report issued by the South African Qualifications Authority (SAQA) (only when shortlisted). Applicants who do not comply with the abovementioned instructions/ requirements, as well as applications received late, will not be considered. Correspondence will be limited to shortlisted candidates only. 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. Candidates will further be subjected to a personnel suitability check (criminal record, citizenship, credit record checks, qualification verification, and employment verification). Some of the interviewed candidates for Senior Management level vacancies may be subjected to a 2-day competency assessment that will test generic competencies. Appointment validity will be conditional on the signing of the employment contract, performance agreement, and annual financial disclosure, and the applicant must attain a security clearance (vetting) applicable to the post. The Department reserves the right not to make an appointment. You are consenting to the Department of Tourism processing your personal information, subject to POPIA, by applying for this post.

MANAGEMENT ECHELON

- POST 20/106** : **CHIEF DIRECTOR: TOURISM ENHANCEMENT REF NO: DT40/2026**
The purpose of this role is to manage and increase the competitiveness of South Africa's tourism industry through the development, enhancement and diversification of existing and potential tourism resources.
- SALARY** : R1 554 696 per annum, (all-inclusive remuneration package consisting of a basic salary, the state's contribution to the Government Employees Pension fund, and a flexible portion that may be structured.)
- CENTRE** : Pretoria
- REQUIREMENTS** : A minimum SAQA recognised qualification at NQF level 7 plus proven strategic management and leadership experience. Minimum of 5 years' working experience in a Senior Management position. Essential Knowledge and skills:

Knowledge of policy formulation and implementation. Knowledge of the holistic concept of the tourism economy. Understanding of the PFMA and other Government acts and prescripts. Programme and project management skills. Ability to interact with stakeholders at all levels. Project management skills. Leadership and management skills. High level of computer literacy. Problem-solving skills. Conceptual and Analytical Skills. Communication and Financial Management skills. Possession of a valid driver's license and willingness to travel. One of the minimum entry requirements for SMS is the pre-entry certificate. For more details on the pre-entry course, visit: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. The candidate must complete the SMS pre-entry certificate prior to any appointment.

DUTIES

: Reporting to the Deputy Director-General: Destination Development, the successful candidate will manage the following Directorates: Product Development, Experience and Route Development and Tourism Integration. Key functions include: Provide leadership and strategic direction in the Chief Directorate: Establish strategic direction of the component to ensure alignment with departmental strategic objectives. Monitor and ensure the implementation of the strategic and business plans. Oversee the development of Operational Plans to give strategic direction to business components/ units. Align individual performance to the strategic business objectives. Implement and report on strategic frameworks in the area of functional responsibility. Monitor the attainability & sustainability of performance standards as per departmental objectives. Provide maintenance, development and enhancement of infrastructure and tourism products: Manage the maintenance, development and enhancement of tourism products. Manage the identification and improvement of technology needs of product development. Manage the development of plans and programmes for tourism product development. Manage the enhancement of tourism products of state-owned assets. Facilitate maintenance, development and enhancement of tourism experiences: Design route which includes the identification of product development and investment opportunities. Manage the design, development and enhancement of tourism experiences. Monitor trade facilitation and networking. Manage the identification and development of routes and Niche products. Manage partnerships for experience and route development. Manage geographic spread through new experiences and route development. Facilitate maintenance and enhancement of tourism products of State Owned Assets: Manage the process of conducting infrastructure and product audits. Manage the identification of infrastructure and product development priority needs. Manage the implementation of product and infrastructure enhancement projects. Facilitate integration of tourism with other sectors: Manage the integration of tourism and other related sectors. Manage the integrated link between tourism and creative industries. Manage all the resources, operations, systems and processes of the Chief Directorate.

ENQUIRIES

: Dr S Chettiar schettiar@tourism.gov.za

APPLICATIONS

: email application: Recruitment4026@tourism.gov.za

NOTE

: EE: Coloured and White candidates as well as People living with disabilities are encouraged to apply.

POST 20/107

: **DIRECTOR: TOURISM INTEGRATION REF NO: DT41/2026**
The purpose of this role is to integrate tourism with other related sectors.

SALARY

: R1 317 384 per annum, (all-inclusive remuneration package consisting of a basic salary, the state's contribution to the Government Employees Pension fund, and a flexible portion that may be structured)

CENTRE

: Pretoria

REQUIREMENTS

: A minimum SAQA recognised qualification at NQF level 7 in Tourism Management or an equivalent qualification. A minimum of 5 years' experience in an appropriate field at a Middle/Senior Management position. Essential Knowledge and skills: Understanding of the PFMA and Treasury Regulations. Ability to interact with high-level stakeholders. Understanding of tourism trends. Sound understanding of the NDP, NTSS. Computer Literacy. Coordination skills. Financial management skills. Change management skills. People Management and empowerment skills. Strategic capacity and leadership skills. Communication and interpersonal skills. Negotiation skills. Incumbent should be honest, possess integrity, tact and diplomacy. Possession of a valid driver's license and willingness to travel. One of the minimum entry requirements for

SMS is the pre-entry certificate. For more details on the pre-entry course, visit: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. The candidate must complete the SMS pre-entry certificate prior to any appointment.

DUTIES

: Reporting to the Chief Director: Tourism Enhancement, the successful candidate will be responsible for the following key functions: Provide leadership and strategic direction in the Directorate: Establish strategic direction of the component to ensure alignment with departmental strategic objectives. Monitor and ensure the implementation of the strategic and business plans. Oversee the development of Operational Plans to give strategic direction to business components/ units. Align individual performance to the strategic business objectives. Implement and report on strategic frameworks in the area of functional responsibility. Monitor the attainability & sustainability of performance standards as per departmental objectives. Manage the integration of tourism and other related sectors: Provide effective coordination and management of the integration of tourism and the other related sectors (Identify opportunities for integration of tourism to ensure benefits and impact/s for the sector). Provide policy and strategy alignment of NDT priorities with those of stakeholders. Facilitate synergy in programmes of NDT and those of stakeholders. Establish effective collaborations and partnerships with stakeholders. Manage joint planning and implementation of interventions/initiatives with stakeholders. Manage and coordinate reporting. Facilitate consultations both internally and externally with the related sectors. Render and monitor an integrated advisory service for tourism objectives to be implemented. Monitor integrated project coordination. Monitor co-ordinated product implementation. Develop, maintain and monitor the database in respect of consultations in respect of related sectors (national, provincial, local departments and state-owned entities). Manage the integration of tourism, culture and heritage: Provide effective coordination and management of the integration of tourism and the culture and heritage sectors (Identify opportunities for integration of tourism to ensure benefits and impact/s for the sector). Provide policy and strategy alignment of NDT priorities with those of stakeholders. Facilitate synergy in programmes of NDT and those of stakeholders. Establish effective collaborations and partnerships with stakeholders. Manage joint planning and implementation of interventions/initiatives with stakeholders. Manage and coordinate reporting. Facilitate consultations both internally and externally with the transport sector. Render and monitor an integrated advisory service for tourism objectives to be implemented. Monitor integrated project coordination. Monitor co-ordinated product implementation. Manage the integration of tourism and the creative industries: Provide effective coordination and management of the integration of tourism and the creative industries (Identify opportunities for integration of tourism to ensure benefits and impact/s for the sector). Provide policy and strategy alignment of NDT priorities with those of stakeholders. Facilitate synergy in programmes of NDT and those of stakeholders. Establish effective collaborations and partnerships with stakeholders. Manage joint planning and implementation of interventions/initiatives with stakeholders. Manage and coordinate reporting. Monitor consumers' role in the development of creative industries and experiences. Monitor business development of the core sector (Creative Industries). Monitor emerging sectors and creative hubs. Monitor tourism demand and supply in creative industries. Formulate and manage the component's resources against its strategic objectives: Ensure that the preparations of the budget are in line with strategic plans & department objectives. Ensure proper implementation of the budget by monitoring, projecting & reporting expenditure. Ensure that spending is maximised in line with the strategic objective. Manage Human Resources. Monitor and report on the utilisation of equipment. Coordinate memorandum of understanding, service level agreements and expenditure review.

ENQUIRIES

: Dr S Chettiar schettiar@tourism.gov.za

APPLICATIONS

: email application: Recruitment4126@tourism.gov.za

NOTE

: EE: Coloured and White candidates as well as People living with disabilities are encouraged to apply.

OTHER POST

- POST 20/108** : **PERSONAL ASSISTANT: OFFICE OF THE CFO REF NO: DT 42/2026**
- SALARY** : R338 106 per annum (Level 07), excluding benefits.
- CENTRE** : Pretoria
- REQUIREMENTS** : A Secretarial Diploma (NQF 6) or equivalent qualification. Three (3) years' experience in rendering a support service to senior management. Skills and Attributes: Knowledge of relevant legislation / policies / prescripts and procedures. Basic knowledge of financial administration. Computer literate. Basic written and communication skills. High level of reliability. Sound organisational skills. Good telephone etiquette. Language skills and the ability to communicate with people at different levels and different backgrounds. Ability to act with tact and discretion. Good grooming and presentation. Self-management and motivation.
- DUTIES** : The successful candidate will be responsible for receiving telephone calls in an environment where, in addition to the calls for the senior manager, discretion is required to decide to whom the call should be forwarded; performing advanced typing work; operating and ensuring that office equipment are in good working order; recording engagements of the senior manager; utilising discretion to decide whether to accept/ decline or refer to other employees requests for meetings, based on the assessed importance and urgency of the matter; coordinating with and sensitising/advising the manager regarding engagements; compiling realistic schedules of appointments; ensuring the effective flow of information and documents to and from the office of the manager; ensuring the safekeeping of all documentation in the office of the manager in line with relevant legislation and policies; scrutinising routine submissions / reports and making notes and/or recommendations for the manager; responding to enquiries received from internal and external stakeholders; drafting documents as required; filling of documents for the manager and the unit where required; collecting, analysing and collating information requested by the manager; clarifying instructions and notes on behalf of the manager; ensuring that travel arrangements are well coordinated; prioritising issues in the office of the manager; managing the leave register and telephone accounts for the unit; handling the procurement of standard items like stationery, refreshments, etc., for the activities of the manager and the unit; obtaining the necessary signatures on documents like procurement advice and monthly salary reports; scrutinising documents to determine actions / information / other documents required for meetings; collecting and compiling all necessary documents for the manager to inform him/her on the content; recording minutes/decisions and communicating to relevant role-players, following up on progress made; preparing briefing notes for the manager as required; collecting and coordinating all documents that relate to the manager's budget; assisting the manager in determining funding requirements for purposes of MTEF submissions; keeping record of expenditure commitments, monitoring expenditure, and alerting the manager of possible over- and underspending; checking and correlating BAS reports to ensure that expenditure is allocated correctly; identifying the need to move funds between items, consults with the manager, and compiling draft memos for this purpose; comparing the MTEF allocation with the requested budget and informing the manager of changes; supervising human resources/ staff; remaining up to date with regard to the prescripts/policies and procedures applicable to work terrain to ensure efficient and effective support to the manager; remaining abreast with the procedures and processes that apply in the office of the manager.
- ENQUIRIES** : Ms M Maponya mmaponya@tourism.gov.za
- APPLICATIONS** : email application: Recruitment4226@tourism.gov.za
- NOTE** : EE: Coloured and White candidates, Youth as well as People living with disabilities are encouraged to apply.

DEPARTMENT OF TRADE, INDUSTRY AND COMPETITION

APPLICATIONS : Applications can be submitted: Via e-mail to applications@thedtic.gov.za (Ref no. must appear in subject-line – if no reference no. is provided the application may not be considered), by post to The Director: Human Resources Management, Private Bag X84, Pretoria, 0001; Hand-delivered to the dtic Campus, corner of Meintjies and Robert Sobukwe Streets, Sunnyside, Pretoria.

CLOSING DATE : 30 June 2026

NOTE : The application must include a completed and signed new Z83 Form, obtainable from any Public Service Department, the dtic website or on the internet at www.gov.za, and a detailed Curriculum Vitae. Applications received that do not comply with this requirement will not be considered. Certified copies of qualifications and Identity Document or any other relevant documents are to be submitted by only shortlisted candidates to HR on or before the day of the interview date. 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. The selection panel for Senior Management Services (SMS) positions will further recommend candidates to attend a generic managerial competency-based assessment. The Senior Management Pre-Entry Programme (Nyukela Programme) as endorsed by the National School of Government (NSG) must be completed before an appointment on SMS level can be considered. The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme>. No appointment on SMS level will take place without the successful completion of the pre-entry certificate and submission of proof thereof. Background verification, social media checks and security vetting will form part of the selection process and successful candidates will be subjected to security vetting. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Applications received after the closing date will not be considered. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within 3 months of the closing date of this advertisement, please accept that your application was unsuccessful. the dtic reserves the right not to fill any advertised position(s). the dtic is an equal opportunity and affirmative action employer, and candidates whose appointment will promote representivity, will be given preference.

ERRATUM: Kindly note that the following posts was advertised in Public Service Vacancy Circular 18 dated 22 May 2026, Deputy Director: Public Entity Performance Monitoring & Reporting Ref No: ODG 073; Senior Legal Administration Officer (MR6) Ref No: CMSB-014 (X2 Posts); Assistant Director: Investment Information Ref No: IIAF&A05; Assistant Director: America Bilateral Relations Ref No: Trade-056 (X2 Posts); Assistant Director: Middle East Bilateral Relations Ref No: Trade-05; Assistant Director: Multilaterals Ref No: Trade-070; Executive Office Manager: Office of the Deputy Director-General Ref No: Trade-003; B-BBEE Compliance And Advocacy Officer REF NO: SID&ET-119 (X3 Posts; B-BBEE Investigations And Enforcement Officer Ref No: SID&ET-117 (X2 Posts); Personal Assistant Ref No: CMSB-007; the closing date has been extended to 17 June 2026.

MANAGEMENT ECHELON

POST 20/109 : **CHIEF DIRECTOR: INVESTMENT AND DEVELOPMENT REF NO: CP&EP-013**

Overview: To lead the development and strategic implementation of investment policies fostering sustainable growth through transformation and a competitive market through regulatory coordination and private sector support

SALARY : R1 554 696 per annum (Level 14), (all-inclusive remuneration package)

CENTRE : Sunnyside, Pretoria

REQUIREMENTS : A qualification at NQF level 7 as recognised by the SAQA in Business Management / Investment / Finance / Economics / Competition Law or relevant

<u>POST 20/110</u>	:	<u>CHIEF DIRECTOR: COMPETITION OVERSIGHT REF NO: CP&EP-019</u> Overview: To oversee and manage the synergy between government economic development policies and the function of competition authorities
<u>SALARY CENTRE REQUIREMENTS</u>	:	R1 554 696 per annum (Level 14), (all-inclusive remuneration package) Sunnyside, Pretoria A qualification at NQF level 7 as recognised by the SAQA Law/ Finance/ Public Management/ Economics or relevant qualification. 5 years' experience at a senior managerial level in an economic environment in the public/private sector. Key Requirements: Senior managerial experience in economic, regulatory or competition environments. Experience overseeing performance monitoring, reporting and governance processes for entities or authorities. Strong strategic leadership, financial management and people management skills. Experience in policy development, implementation and regulatory interventions. Stakeholder management with competition authorities, NEDLAC, government entities and industry groups. Strong analytical, research and report-writing skills, including evidence-based performance analysis. Knowledge of the Competition Act and public service legislative and regulatory frameworks. Ability to travel, work overtime and obtain the required secret security clearance.
<u>DUTIES</u>	:	Provide strategic advice and report on the performance of the competition authorities: Oversee the development and execution of compliance legislation for the competition authorities; Oversee the analysis and report on competition authorities' strategic plans, annual performance plans, quarterly and annual reports; Provides leadership in coordinating that competition authorities uphold principles of good corporate governance; Oversee the regular consultation and reporting with competition authorities. Advise and report to the Minister on the performance of competition authorities Manage the provision of advice to the department on the regulatory interventions required to enhance accountability and performance by the competition authorities: Lead and oversee effective planning, budgeting, government, and financial management within the competition authorities; Facilitate that the competition authorities' mandate aligns with the priorities and mandate of the Department; Oversee and coordinate that the competition authorities' delivery targets are aligned with the Department's APP and objectives; Oversee the development and review of competition policies and legislative frameworks; Provide leadership on any interventions to promote and support regulations, where applicable Stakeholder management: Lead and strategically identify and foster collaborations with various stakeholders (Competition authorities, other government entities, NEDLAC, Advocacy, and Industry lobby groups); Provide strategic guidance and advise, and facilitate the dtic's inputs to ensure policy coherence and alignment to promote the government's policies amongst key stakeholders; Oversee strategic engagements, forums, and bilateral meetings to address competition oversight matters; Oversee consultation processes on competition policy, market inquiries, and regulatory interventions; Oversee communication of findings, decisions, and recommendations to relevant stakeholders. Monitoring and evaluation: Oversee the development and implementation of monitoring and evaluation frameworks for competition oversight programmes, investigations, and interventions; Lead the monitoring of compliance with competition legislations, regulations, and policy directives across identified markets and sectors; Lead the evaluation of the effectiveness and impact of competition enforcement actions and policy interventions; Oversee and champion the development of evidence-based reports with findings, trends, risks and recommendations for senior management and oversight structures. Chief Directorate Management: Oversee the staff/personnel, Oversee the management of financial resources and assets of the Unit; Oversee the strategic planning of the Unit and execution of the operation plan.
<u>ENQUIRIES</u>	:	Ms U Pitse Tel No: (012) 394 1563 / L Mdashe Tel No: (012) 394 3103 / V Mazibuko Tel No: (012) 394 5608
<u>NOTE</u>	:	In terms of the dtic's EE requirements, preference will be given to African male, Coloured female and male, White male and persons with disabilities.

OTHER POST

- POST 20/111** : **INTERNAL AUDITOR: PERFORMANCE AUDIT REF NO: ODG-555**
This post is being re-advertised with the corrected salary level and a revised reference number. Candidates who are still interested to be considered must please re-apply.
Overview: To independently assess management measures in place to ensure Economy, Efficiency and Effectiveness of operations, and make recommendations in this respect.
- SALARY CENTRE REQUIREMENTS** : R413 001 per annum (Level 08), (Commencing salary)
: Sunnyside, Pretoria
: Qualification in Internal Auditing, Accounting with majors in Auditing or Accounting or related fields at NQF Level 6. 1–2 years in performance auditing in the public/private sector. Key Requirements: Experience in conducting performance audits and applying audit standards and methodologies. Ability to gather and evaluate audit evidence, formulate findings and compile reports. Strong understanding of PFMA, Treasury Regulations and performance information auditing. Proficient in audit planning, execution, reporting, and follow-up. Familiarity with SMART principles in performance planning and APP evaluation. Attention to detail, analytical thinking and ability to communicate audit results clearly. Proficiency in MS Office and electronic audit tools (e.g. Teammate). Strong administrative and records management skills. Ability to work independently and collaboratively within an audit team.
- DUTIES** : Prepare engagement documentation and analyse background information. Identify focus areas, audit objectives and compile planning memos. Perform control tests and compile working papers with audit evidence. Raise informal queries and participate in audit fieldwork. Compile draft reports, obtain comments, and follow up on audit findings. Participate in audit steering committees and submit executive summaries. Assess APP planning and evaluate quarterly/annual performance reporting. Submit accurate timesheets and maintain audit files per the dtic standards.
- ENQUIRIES** : Ms U Pitse Tel No: (012) 394 1563 / L Mdashe Tel No: (012) 394 3103 / V Mazibuko Tel No: (012) 394 5608
- NOTE** : In terms of the dtic's EE requirements, preference will be given to African male, Coloured female and male, Indian male, White male and persons with disabilities.

DEPARTMENT OF TRADITIONAL AFFAIRS

It is the Department's intention to promote equity (race, gender and disability) through the filling of positions with a candidate whose transfer/promotion/appointment will promote representivity in line with the numeric targets as contained in the department's Employment Equity plan.

- APPLICATIONS** : Applications may be posted to: Human Resource Management, Department of Traditional Affairs, Private Bag X22, Arcadia, 0083 or Hand deliver to: 509 Pretorius Street, Arcadia, 2nd Floor, Pencardia 1 Building or email to DTARecruit202608@cogta.gov.za
- FOR ATTENTION** : Director: Human Resource Management
- CLOSING DATE** : 30 June 2026
- NOTE** : The successful candidate's appointment will be subject to a security clearance process and the verification of educational qualification certificates. Applications must quote the relevant reference number and must be completed on the NEW Z83 form obtainable from any Public Service department and signed when submitted. From 1 January 2021 should an application be received using the incorrect application for employment (Z83), the application will not be considered. Only shortlisted candidates will submit relevant documents. Applicants should submit CV and Z83 only. Shortlisted candidates will be required to submit certified copies a day before the interview date. 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. Persons with a disability are encouraged to apply. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation only when shortlisted. Incomplete applications or applications received after the closing date will not be considered. It is important to note that it is the applicant's responsibility to ensure that all information and attachments in support of the application are submitted by the due date. Due to the large number of responses anticipated, correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of the advertisement, please accept that your application has been unsuccessful. The department reserves the right not to fill the advertised position.

OTHER POST

- POST 20/112** : **DEPUTY DIRECTOR: FINANCIAL ACCOUNTING & REPORTING REF NO: 2026/08**
- SALARY** : R932 292 per annum (Level 11), an all-inclusive remuneration package. The package includes a basic salary (70% of package) and a flexible portion that may be structured in terms of the applicable guidelines.
- CENTRE** : Pretoria
- REQUIREMENTS** : A three year Bachelor's degree in Accounting or Financial Management or equivalent qualification at NQF level 7 plus 5 years' experience at junior management / Assistant Director level with relevant experience in the financial field. A valid driver's licence. Core competencies: Strategic Capacity and leadership, Financial Management, Programme and Project Management; change management. Process Competencies: Knowledge management, Service delivery innovation, Problem solving and analysis, People management and empowerment, Client orientation and customer focus, computer literacy and communication, Communication (Verbal and written). Technical competencies: Knowledge and understanding of the Public Finance Management Act (PFMA), Treasury Regulations, General Accepted Accounting Practices (GAAP), Basic Accounting System (BAS), PERSAL system, General ledger reconciliation and analysis, compilation of financial statements, revenue management and debtors control and creditors payments.
- DUTIES** : The successful candidate will perform the following duties: Develop and facilitate the review of financial accounting policies and internal controls. Management Departmental revenue collection; debt management; bank account and reconciliation of key accounts. Implementation of all accounting and bookkeeping functions. Manage the Department's expenditure and

payment systems. Render salary administration and cash flow management. Render effective internal financial controls and implementation of financial policies and procedures. Manage month-end and financial year closures and payroll. Prepare Annual Financial Statements of the Department. Attend and respond to audit queries and accounting queries by National Treasury. Manage and supervision of officials. The successful candidate will also support the National House of Traditional & Khoi-San Leaders.

ENQUIRIES

: Mr L Motlhabedi Tel No: (012) 065-3440

NATIONAL TREASURY

The National Treasury is an equal opportunity employer and encourages applications from persons living with disabilities. It is the department's intention to promote representivity through filling these posts in line with the department's approved Employment Equity Plan. Our buildings are accessible to persons living with disabilities.



<u>APPLICATIONS</u>	:	To apply visit: https://erecruitment.treasury.gov.za/eRecruitment
<u>CLOSING DATE</u>	:	30 June 2026 at 12:00 pm (Midday)
<u>NOTE</u>	:	Effective from 7 April 2021, the National Treasury now utilises an e-Recruitment System which means all applicants must login/register to apply for positions, we only accept hand delivered/posted applications should an applicant prove that he/she tried to apply via e-Recruitment with no success and the National Treasury ICT unit was unable to assist. The applicant's profile on the e-Recruitment is equivalent to the newly approved Z83, and it is the responsibility of applicants to ensure their profiles are fully completed or their applications will not be considered, as per the DPSA Practice Note. Certain documentation will still be required to be uploaded on the system such as copies of all qualifications including National Senior Certificate/Matric certificate, ID, etc., however these documents need not be certified at point of application, however certification will be required prior to attending the interview. Please note: 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. It should be noted that the National Treasury does not support the use of Artificial Intelligence (AI) in any of its recruitment and selection processes and will disqualify an application if it picks up the use of AI when completing assessments without acknowledging the source of information. 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. For SMS positions certain candidates may be required to undergo additional Psychometric Assessments. All qualifications, criminal and SA citizenship checks will be conducted on all short-listed candidates and, where applicable, additional checks will be conducted in line with the new DPSA Directive effective 01 April 2024. By submitting your application, it also means you consent to the National Treasury processing your information for Human Resources Management purposes. It is the applicant's responsibility to have all their foreign qualifications (this includes O and A level certificates) evaluated by the South African Qualifications Authority (SAQA), at your own expense. Upon appointment, successful candidates will be required to sign a Performance Agreement within 3 months from date of appointment and for candidates whose appointment exceeds 12 calendar months will be appointed on probation for the period of twelve (12) calendar months excluding leave taken as prescribed by Public Service Regulation 68. The status of your application will be visible on the e-Recruitment system. However, if you have not received feedback from the National Treasury within 3 months of the closing date, please regard your application as unsuccessful. Note: The National Treasury reserves the right not to fill the below-mentioned posts, withdraw or to put on hold a position and/or to re-advertise a post. All queries must be submitted via email addressed to the Human Resources Recruitment Support Team on Recruitment.Enquiries@treasury.gov.za . The National Treasury is compliant with the requirements of POPIA.

ERRATUM: Kindly note that the following post of Data Analyst: Administrative Data and Research with Ref No: S070/2026 was erroneously placed with a requirement of minimum of 2 years' experience obtained in an economic, data analysis and research environment in Public Service Vacancy Circular 19 dated 05 June 2026, the correct requirement is minimum of 3 years' experience obtained in an economic, data analysis and research environment. The closing date has been extended to 29 June 2026 at 12:00 pm (Midday).

OTHER POSTS

POST 20/113 : **DEPUTY DIRECTOR: NATIONAL GOVERNMENT ACCOUNTS REF NO: S072/2026**

Division: Budget Office (BO)

Purpose: To provide accurate and reliable financial data related to the national sphere of government for the analysis, policy formulation and reporting in compliance with legislation, and local and international reporting standards, as well as to provide advice to national departments on reporting standards.

SALARY
CENTRE
REQUIREMENTS

: R1 101 468 per annum, (Incl. benefits)

: Pretoria

: A Grade 12 is required with a minimum of Bachelor's degree (equivalent to NQF Level 7) in Accounting or Public Finance or Economics or Business Economics or Management. A Minimum 4 years' experience is required of which 2 years should be at an Assistant Director level or equivalent obtained in the budgeting process. Knowledge of utilising the economic reporting format, and the International Monetary Funds' Government Finance Statistics system of classification. Knowledge of utilising the Microsoft Suite of products, with emphasis on Excel spreadsheets.

DUTIES

: Develop national departments' financial outcome data sets as well as reporting on departmental receipts: Administer the compilation of a database of annual financial statement actual expenditure and receipts in line with accounting and economic standards. Verify the data and prepare the relevant summaries. Consolidate the preliminary receipts and outcome numbers for national departments at year-end. Attend the monthly Section 32 meetings and discuss any inconsistencies with the Office of the Accountant-General to ensure correctness of data to be published. National department datasets and tables for MTBPS, AENE, ENE and Budget Review: Compile datasets and tables required for MTBPS, AENE, ENE and Budget Review. Compile a Departmental receipts summary table for MTBPS and ENE. Develop and update ENE checklist and analysis tool to verify the technical accuracy of the Budget database. Prepare ENE summary tables. Reconcile national departments' history data published by Statistics SA and SARB with the numbers published in the Budget Review. Government statistics of all national departments for inclusion in the budget publications: Do a trend analysis for the MTBPS and Budget Review. Assist with the verification of the MTBPS and Budget Review chapters in the week before publication. Analyse Budget databases and inform budget analysts of inconsistencies. Arrange and attend weekly ENE Data Central Team meetings and provide inputs. Reconcile all function shifts between departments. Provide datasets for various cross cutting reporting and planning projects.

ENQUIRIES

: enquiries only (No applications): Recruitment.Enquiries@treasury.gov.za

POST 20/114

: **DEPUTY DIRECTOR: TERTIARY SECTOR REF NO: S068/2026**

Division: Economic Policy and International Cooperation (EPIC)

Purpose: To monitor, evaluate and provide advice on economic developments in the tertiary sector, pertaining to provision of services to transport, finance, tourism, etc. in the analysis of socio-economic impacts on industrial policy proposals in conjunction with stakeholders in government.

SALARY
CENTRE
REQUIREMENTS

: R1 101 468 per annum, (Incl. benefits)

: Pretoria

: A Grade 12 is required coupled with a minimum National Diploma (equivalent to NQF level 6) in Economics or Econometrics. An NQF level 7 to 10 will be an added advantage. A minimum 4 years' experience of which 2 years' should be on an Assistant Director level or equivalent obtained in an economic policy analysis environment. Knowledge and experience of applied microeconomics. Knowledge and experience of the latest trends on research tools. Knowledge and experience in the dissemination and interpretation of economic policy outcomes.

DUTIES

: Analysis of Research Findings: Compile impact reports on sector developments in the tertiary sector and identifying through research implications for the economy. Research and analyse factors that drive growth in the tertiary sector for enhancement and engagement with stakeholders. Initiate research and provide an in-depth analysis on the socio-economic

impact of industrial policy proposals for consultation prior to implementation, thereof. Compile draft speaking notes and speeches based on research conducted in developments on current affairs in the tertiary sector. Develop databases of micro-economic and macro-economic indicators to assist in the estimation and projection of future costs and benefits within the sector. Provision of Policy Advice and Guidance: Provide inputs to draft briefing notes and memos on real economy and industrial policy issues for consideration by DG and Minister of Finance. Provide inputs into policy discussions and documents for consultation with stakeholders. Provide inputs on real economic and industrial policy matters developed in conjunction with other stakeholders and represent National Treasury on stakeholder fora. Analysis, Benchmarking and Research: Perform research and provide assistance with factors influencing growth in the tertiary environment. Analyse research results on economic developments and initiating benchmarking exercises in line with international institutional best practices and trends. Perform market analysis on the feasibility of the provision of services pertaining to transport, finance, and other stakeholders. Engage stakeholders within the tertiary sectors on policies which influence the economy. Project Management Support: Provide inputs to project plans and coordinate projects on the financial feasibility impact of the tertiary sectors. Develop measures on the safekeeping of information pertaining to expenditure commitments and monitoring trends within the tertiary sectors.

ENQUIRIES : enquiries only (No applications): Recruitment.Enquiries@treasury.gov.za

POST 20/115 : **DEPUTY DIRECTOR: COMMITTEE SUPPORT REF NO: S076/2026**
 Division: Office of The Director-General (ODG)
 Purpose: To coordinate effective communication, administrative support and seamless management of organisational tasks related to management meetings within the Office of the Director-General.

SALARY CENTRE REQUIREMENTS : R932 292 per annum, (Incl. benefits)
 : Pretoria
 : A Grade 12 is required with a minimum National Diploma (equivalent to NQF Level 06) in Public Administration or Business Management. A Bachelor's degree (equivalent to NQF Level 7) will be an added advantage. A minimum of 4 years' experience of which 2 years should be on an Assistant Director level or equivalent obtained in the management and administration of an executive office. Knowledge and experience of the broader Public Service Policy Framework pertaining to finance and human resource related practices. In-depth knowledge and experience of the operational set-up of an executive office. Knowledge and experience of policy analysis and interpretation.

DUTIES : Strategic Administrative Coordination: Management of the committees' schedules, organisation of meetings, compiling and assembling of documentation for the meetings, and maintaining accurate records. Facilitating effective communication channels. Assist with proof reading and quality control of documents submitted for documentation submitted for presentation at committee meetings. Coordination and oversight of committee decisions to ensure that organisational goals are met. Provide research if required related to matters addressed to assist with recommendations for further actions. Budget Coordination: Assist budget manager with the collation of budgetary documents for processing in conjunction with stakeholders to determine the required funding for the MTEF cycle. Provide inputs to expenditure commitments and advice on possible under or overspending. Facilitate the electronic maintenance and procurement. Legislation, Policies and Prescripts: Apply the correct prescripts and other legislation in compliance with prescribed policies and procedures. Initiate the implementation of cost containment measures in compliance with directives and prescripts. Keep abreast of changes to procedures, policies and processes. Stakeholder Engagement and Projects: Coordinate projects in conjunction internal stakeholders involved in the planning, development and implementation.

ENQUIRIES : enquiries only (No applications): Recruitment.Enquiries@treasury.gov.za

DEPARTMENT OF WATER AND SANITATION

- APPLICATIONS** : All applications to be submitted online on the following link:
<https://erecruitment.dws.gov.za/>
- CLOSING DATE** : 30 June 2026
- NOTE** : Other related documentation such as copies of qualifications, identity document, driver's license etc need not to accompany the application when applying for a post as such documentation must only be produced by shortlisted candidates during the interview date in line with DPSSA circular 19 of 2022. With reference to applicants bearing professional or occupational registration, fields provided in Part B on the online Z83 must be completed as these fields are regarded as compulsory. Failure to complete or disclose all required information will automatically disqualify the applicant. No late applications will be accepted. Shortlisted candidates will be subjected to suitability checks (SAQA verification, reference checks criminal and credit checks). SAQA evaluation certificate must accompany foreign qualifications (only when shortlisted). Applications that do not comply with the above-mentioned requirements will not be considered. All shortlisted candidates pertaining to Senior Management Services (SMS) posts will be subjected to a technical and competency assessment and a pre-entry certificate obtained from the National School of government is required prior to the appointment. 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. Candidates will be required to complete a financial disclosure form and undergo security clearance. Foreigners or dual citizenship holders must provide a police clearance certificate from country of origin (only when shortlisted). The Department of Water Sanitation is an equal opportunity employer. In the filling of vacant posts, the objectives of section 195 (1) (i) of the Constitution of South Africa, 1996 (Act No: 108 of 1996) the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act No: 55 of 1998) and relevant Human Resources policies of the Department will be taken into consideration. Correspondence will be limited to short-listed candidates only. If you do not hear from us within three (3) months of this advertisement, please accept that your application has been unsuccessful. Faxed applications will not be considered. The department reserves the right not to fill these positions. Women and persons with disabilities are encouraged to apply and preference will be given to the EE Targets.

MANAGEMENT ECHELON

- POST 20/116** : **DEPUTY DIRECTOR GENERAL: WATER RESOURCE MANAGEMENT REF NO: 300626/01**
Branch: Water Resource Management
- SALARY CENTRE REQUIREMENTS** : R1 885 710 per annum (Level 15), (all-inclusive salary package)
: Pretoria Head Office
: A Postgraduate qualification (NQF level 8) in Water Resource Management. Eight (8) years of experience at a senior managerial level. A Nyukela Public Service SMS Pre-entry certificate submitted prior to appointment. Knowledge and understanding of Public Service Regulations, National Water Act, Water Services Act, National Water Resources Strategy, Public Finance Management Act (PFMA) and Access to Information Act. Knowledge of human resources policies and prescripts. Understanding of corporate governance, scientific research methodologies and scientific standards. Knowledge of strategic capability and leadership. Understanding of programme and project management. Understanding of financial, change and knowledge management. Service delivery and innovation. Problem solving and analysis. People management and empowerment. Client orientation and customer focus. Excellent communication skills both (verbal and written). Accountability and ethical conduct.
- DUTIES** : Oversee the development and maintenance of the National Water Resource Strategy and plan for adequate water resource availability. Monitor and support the implementation of the National Water Resource Strategy and catchment

management strategies. Lead the strategic direction in monitoring and providing water resource information. Oversee the establishment, maintenance and monitoring of surface and ground water information. Oversee the development and implementation of measures for protection and conservation of water resources. Provide strategic direction in the source directed research. Oversee the establishment, monitoring and support of entities responsible for water resource management. Lead the development of policies, strategies and systems to drive strategic deliverables within the Branch.

ENQUIRIES : Dr Sean Phillips Tel No: (012) 336 7573

OTHER POSTS

POST 20/117 : **CHIEF ENGINEER GRADE A REF NO: 300626/03**

Branch: Infrastructure Management: Head Office
CD: Infrastructure Development
Dir: Capital Projects

SALARY : R1 317 108 – R1 504 797 per annum, (OSD), (all-inclusive OSD salary package). This appointment will be made on the minimum notch of the salary range, however, a higher notch within the salary range of Grade A/B will be considered based on experience and qualification in line with the provisions of the Public Service Regulations 2016, i.e. provision of the candidate's current salary advice.

CENTRE REQUIREMENTS : Pretoria Head Office
: An Engineering Degree (B Eng / BSc Eng) in Civil or relevant qualification. Six (6) years post qualification experience. Compulsory registration with Engineering Council of South Africa (ECSA) as a Professional Engineer. The disclosure of a valid unexpired driver's licence. Registration with the South African Council for Project and Construction Management Professions (SACPCMP) as a Professional Construction Project Manager (Pr. CPM) or a Project Management Professional Certification (PMP) with the Project Management Institute (PMI) will serve as an added advantage. Minimum of ten (10) years' experience in the planning, design, and construction of water resources infrastructure projects will serve as an added advantage. Understanding of the complete project life cycle from initial planning stages through to completion. Extensive experience in project management especially in the project management of large infrastructure projects will be beneficial. Extensive contract management experience. A detailed understanding of construction procurement processes. Sound knowledge of construction law contracts such as GCC, FIDIC and NEC. Detailed knowledge of Treasury Regulations, Public Finance Management Act (PFMA). Experience in financial planning and financial management. Knowledge of project risk analysis and risk management. The ability to relate with associated professional field in a multi-disciplinary team. Additional studies in Water Resources Engineering are recommended. High-level communication skills both (verbal and written). Conflict management, contract dispute resolution, and negotiation skills. Problem solving and analysis skills. Computer proficiency (such as MS Office, MS Projects, etc). Ability to work independently, and be self-motivated, responsible, and reliable.

DUTIES : Manage and oversee all aspects of project implementation. Coordinate the implementation of a portfolio of mega-projects. The Chief Engineer's responsibilities span a broad spectrum, covering all areas of project management including planning, cost and time management, quality management, contract administration and management, risk management, social aspects, stakeholder management (internal and external), environmental and safety management. The Chief Engineer will be required to ensure that the project is technically sound, that all activities associated with managing the project workflow and performance are met and to provide the necessary management and leadership skills to ensure the project team deliver including the provision of leadership and performance management of subordinates. Coordinate water users, institutions, and stakeholders' input for decision-making on infrastructure projects. Promote the Department's interests in projects implemented by external bodies. Ensure compliance with legal requirements, timeframes and approved budgets during the project implementation. Manage the commissioning and takeover of the infrastructure.

		Ensure good work ethic Promote transformation. Promote a culture of innovation and performance.
<u>ENQUIRIES</u>	:	Ms P Moodley Tel No: (012) 336 6929
<u>POST 20/118</u>	:	<u>DEPUTY PROJECT MANAGER REF NO: 300626/04</u> Branch: Water and Sanitation Services Management EC CD: Provincial Operations: Eastern Cape
<u>SALARY</u>	:	R1 101 468 per annum (Level12), (all-inclusive salary package)
<u>CENTRE</u>	:	Qonce
<u>REQUIREMENTS</u>	:	A relevant qualification in Civil Engineering at NQF level 7 with a certificate in project management. Five (5) years of managerial experience in engineering project management environment. The disclosure of a valid unexpired driver's license. Understanding of contract administration, business principles and business law. A broad understanding of each engineering discipline. Computer skills: Microsoft Office Software (MS Word, Excel and PowerPoint), Lotus Notes, and other Company and discipline-specific software applications. Financial Management. Programme and project management. Knowledge of policy development and implementation. Public Finance Management Act (PFMA), Division of Revenue Act (DoRA), National Water Act. (NWA), Water Services Act (WSA) and related legislation. Understanding of legislative and policy frameworks governing the water sector. Understanding of legislative and policy frameworks governing the public sector. Good communication, presentations, report writing, and networking skills. Accountability and ethical conduct. Knowledge of Conflict Management tools and methodologies.
<u>DUTIES</u>	:	Provide support in the implementation of water services infrastructure grant programmes. Ensure co-ordination and analysis of strategic inputs and budget planning. Preparation of the implementation plan and project costing. Facilitate various water sector consultations on water issues. Ensure the needs of business sectors are catered for in the water service infrastructure grant programmes. Implement water policies for water services infrastructure grants programmes in the Provincial Operations. Research/literature on new developments in project management methodologies. Monitor technical due diligence and all environmental and social issues. Render technical advisory support on the integrated Infrastructure Planning Processes. Make inputs with the Assessment on the integrated Infrastructure planning processes. Formulation of the project objective(s) and strategic alignment. Support the development and evaluation of the Implementation Readiness Study reports, Feasibility Studies, and Business Plans for water infrastructure grant programmes by all water sectors. Full project management function, costs, quality, and time control. Contribute inputs to the development of project planning in the design and/or testing phases. (Project initiation, project scope, activities and objectives, measures to be evaluated to ensure completion. Facilitate the development and implementation of policies and frameworks. Promote partnership between the government, public entities, the private sector, and civil society regarding the water services infrastructure grant programme. Participates in the Collaborative process with other public sector agencies and the private sector to ensure effective consultation and inclusion regarding bulk infrastructure programmes. Ensure water supply availability for all business sectors. Avail raw water supply for all municipalities. Consultations on water issues are communicated with all key stakeholders and various water sectors. Needs of business sectors catered for on bulk infrastructure programme. Manage the water services infrastructure, grant programmes, budget planning, monitoring, and reporting. Assure that water services infrastructure grant programmes are budgeted for in medium term expenditure framework. Compile budget for building water services infrastructure grant programmes. Ensure that budgeted funds are used efficiently and effectively. Develop and implement early warning management system. Ensuring adherence to financial prescripts, monitoring compliance with financial regulations, Ensure effective monthly and quarterly reporting, and information dissemination. Effectively manage the MTEF project budget and ensure ongoing monitoring and reporting of financial performance. Monitor and evaluate the implementation of all water services infrastructure development programmes. Regularly review the quality of work completed to ensure standards are met. Conduct regular visits to ensure that project deliverables are on time, within budget, and meet the required quality standards. Monitoring and Evaluation Assessment reports on budget and expenditure outcomes are

affirmed through physical verification of infrastructure Projects Develop forms and records to document and file project activities and ensure that project information is appropriately documented and secured. Monitor project and programme progress and make necessary adjustments to ensure successful project completion. Establish a communication schedule to update stakeholders, including appropriate staff in the organization, on project progress. Management of resources. Human resources, Work allocation, discipline, performance management. Equipment, Recommendation, allocation.

ENQUIRIES : Mr N Nonjuzana Tel No: (043) 604 5413

POST 20/119 : **ASSISTANT DIRECTOR: SUPPLY CHAIN MANAGEMENT REF NO: 300626/05**

Branch: Infrastructure Management: Southern Operations
Dir: Operations Southern

SALARY CENTRE : R487 197 per annum (Level 09)
: Port Elizabeth (Gqeberha)

REQUIREMENTS : A relevant tertiary qualification at NQF level 7 in Supply Chain Management or relevant qualification. Three (3) years related supply chain management supervisory experience. The disclosure of a valid unexpired driver's license. Understanding of Supply Chain Management policies and procedures, principles and practice of financial accounting. Practical experience in SAP system with computer literacy skills. Must be able to work under pressure, be self-motivated, responsible, and reliable. Behavioural competencies: people and diversity management. Client orientation and customer focus. Efficient communication skills both (verbal and written). Accountability and ethical conduct. Knowledge and understanding of Public Finance Management Act (PFMA), Treasury Regulations, Preferential Procurement Policy Framework (PPPFA and all applicable SCM guidelines, policies, practices, and procedures. Knowledge of equal opportunities and affirmative action guidelines and laws. Knowledge of administrative clerical procedures and government financial systems. Knowledge of learning, teaching procedures and techniques. Framework for managing performance information. Knowledge of implementing policies of PMDS. Problem solving and Analysis. People and diversity management. Client orientation and customer focus. Accountability and ethical conduct.

DUTIES : Coordinate, review, research, analyse and plan the procurement needs of the Cluster. Coordinate, review, collect and gather information for the annual demand management plan/procurement plan of the Cluster. Manage and review specifications received from end users. Implement and maintain the updating of the vendor data on SAP. Coordinate, review and execute the bidding process. Coordinate and review the compilation and invitation of quotations from Central Supplier Database as per the National Treasury Thresholds. Serve as the secretariat for all Cluster Bids & Specification Committees. Manage, supervise, monitor, analyse and determine actions to ensure proper contract administration. Manage, supervise, monitor contract compliance by determining whether products/services are delivered at the right time, quantity, products, place, conditions, quality, and price according to the contract. Manage, supervise and monitor supplier performance according to the contract and Service Level agreement. Coordinate and review the process of requisition of goods and services. Coordinate the safe keeping and distribution of goods. Manage and supervise employees to ensure an effective Supply Chain Management service and undertake all administrative functions required regarding financial and HR administration. Control and safeguard all Supply Chain documentation. Supervise and undertake risk management assessments. Manage, supervise and implement fraud and abuse prevention strategy for SCM. Manage and supervise performance assessment of the value chain in SCM function. Participate in the development of risk and performance management policies processes and procedures. Manage assets within the section. Ensure and assist staff with development and training needs.

ENQUIRIES : Mr. N Khan Tel No: (041) 508 9700

POST 20/120 : **ASSISTANT DIRECTOR: INTERNAL AUDITOR REF NO: 300626/06**
Branch: Director-General
CD: Internal Audit
Dir: Forensic Investigations and Quality Assurance

SALARY CENTRE REQUIREMENTS : R487 197 per annum (Level 09)
: Pretoria Head Office
: An NQF level 7 qualification in Accounting / Auditing (Internal or External Auditing /Forensic Investigations/ Fraud Examination) / LLB Degree (forensic stream). Three (3) to five (5) years' experience in Auditing/ Forensic Investigations. The disclosure of a valid unexpired driver's license. A post graduate qualification in Auditing/Investigations/Forensic Auditing or certification as a CFE, CIA, CA, FP(SA) will serve as an added advantage. Sound knowledge and understanding of the Public Finance Management Act, Treasury Regulations, Generally Recognised Accounting Principles (GRAP), Protected Disclosures Act (PDA), Prevention Organised Crimes Act (POCA), Protection of Access to information Act (PAIA), Public Service Anti-Corruption Strategy and Anti- Corruption and Fraud Prevention measures and other public service legislative framework. Computer Literacy. Efficient communication skills both (Written and Verbal). Presentation and analytical skills. People Management. Problem solving and analysis. Client orientation and customer focus. Administrative, clerical procedures and systems. Knowledge of government financial systems. Willingness and ability to travel. Willingness to work long/extended hours.

DUTIES : Conduct fraud awareness campaigns. Conduct forensic investigations on assigned cases in compliance with the approved forensic investigations methodology and ACFE standards. Report on investigation results accordingly. Represent the Department by testifying in disciplinary, criminal or civil recovery proceedings when required. Supervise and review the work of forensic investigation teams. Provide guidance on investigative approach to forensic investigations teams. Monitor forensic investigation teams' work progress ensuring compliance with project timelines. Prepare, consolidate and keep investigation progress/status reports up to date for monthly and quarterly reporting to management and relevant committees. Follow-up on implementation of investigation recommendations. Liaise with other directorates and law-enforcement agencies on referred matters. Ensure constant update of Team-mate files and compliance with Quality Assurance standards/requirements. Ensure proper case administration on the Team-mate audit system. Provide input and contribute to the development and implementation of the Department's Fraud Prevention and Anti-Corruption strategy. Assist the Directorate with Financial management, management of Human Resources, Project Management and Performance Management.

ENQUIRIES : Ms SR Toto Tel No: (012) 336 8228

POST 20/121 : **ASSISTANT DIRECTOR: SUPPLY CHAIN MANAGEMENT (TENDER ADMINISTRATION) REF NO: 300626/07**
Branch: Finance Main Account
CD: Supply Chain Management
Dir: Acquisition

SALARY CENTRE REQUIREMENTS : R487 197 per annum (Level 09)
: Pretoria Head Office
: An NQF level 7 qualification in Supply Chain Management, Purchasing Management, Logistics Management, Public Management, Procurement, or related qualification. Three (3) years relevant Supply Chain Management experience at supervisory level in Acquisition Management. The disclosure of a valid unexpired driver's licence. Knowledge and understanding of Human Resource Management legislation, policies, practices, and procedures. Understanding of Public Finance Management Act (PFMA), Treasury Regulations, and guidelines. Public Service Anti-Corruption Strategy and anti-corruption and fraud prevention measures. Knowledge of equal opportunities and affirmative action guidelines and laws. Knowledge of administrative and clerical procedures and systems. Departmental policies and procedures. Governmental financial systems. Principles and practice of financial accounting. Knowledge of Broad Based Black Economic Empowerment Act 53 of 2003. Knowledge of National Treasury CSD system and e-tender portal. Framework for managing performance information. Business strategy

transaction and alignment. Problem solving and analysis. People and diversity management. Client orientation and customer focus. Efficient communication skills, accountability and ethical conduct.

DUTIES : Allocate duties and perform quality control and compliance on the work delivered by supervisees. Advise and lead supervisees with regard to all aspects of the work. Coordinate (synergise), review and execute the bidding process. Provide secretariat services to the Bid Evaluation Committee and Bid Adjudication Committee (includes obtaining approval). Review the terms of reference received from Demand Management for accuracy and completeness before assigning them to a practitioner for advertisement. Invite service providers for an expression of interest. Manage the end-to-end bidding process (above R1 million), from invitation to award, including reports, requests processed through deviations and those sourced from the departmental panel of service providers, irrespective of the threshold. Perform quality check/control on all submissions from the Tender unit. Supervise employees to ensure an effective acquisition management service and undertake all administrative functions required with regard to financial and HR administration. Ensure that all supervisees are trained and developed to be able to deliver work of the required standard efficiently and effectively.

ENQUIRIES : Ms N Mokoni Tel No: (012) 336 6829

POST 20/122 : **SENIOR OCCUPATIONAL HEALTH AND SAFETY OFFICER REF NO: 300626/08**

Branch: Infrastructure Management: Southern Operations
Dir: Operations Southern

SALARY CENTRE REQUIREMENTS : R413 001 per annum (Level 08)
: Uitkeer (somerset East)
: A relevant NQF level 6 qualification in Occupational Health and Safety. Three (3) to four (4) years' experience in Occupational Health and Safety environment. The disclosure of a valid unexpired driver's license. Knowledge and understanding of the OHS Act 85 of 1993 and related regulations and policies. Compensation for Occupational Injuries and Diseases Act 30 of 1993. Understanding of government legislation. Good planning and organizational skills. Computer proficiency (MS Office, Word, Ms Excel, MS PowerPoint and Outlook). Good analytical and problem-solving skills. Presentation and facilitation skills. Creativity and innovative skills, self-motivation and assertiveness. Ability to function under pressure and handle high work volume. Ability to plan and prioritize work. Ability to work independently. Accountability and ethical code. Attention to details. Good communication skills both (verbal and written).

DUTIES : Promote safe and healthy environment through monitoring and management of occupational health and safety risks within the office. Conduct occupational health and safety inspections and audits. Coordinate incident reporting and preliminary investigations. Oversee facility compliance with relevant occupational health and safety requirements, legislation, codes of practice, standards, and norms. Maintain compliance documentation. Facilitate establishment of OHS committee and ensure functionality thereof. Train employees and render an advisory role to the employer on OHS matters. Ensure effective administration of occupational health and safety activities. Prepare monthly and quarterly reports.

ENQUIRIES : Mr. SF Cannon Tel No: (042) 243 6150 / (063) 500 6215

POST 20/123 : **SENIOR SUPPLY CHAIN PRACTITIONER (SCM ACQUISITION: QUOTATIONS) REF NO: 300626/09**

Branch: Finance Main Account
CD: Supply Chain Management
Dir: Acquisition

SALARY CENTRE REQUIREMENTS : R413 001 per annum (Level 08)
: Pretoria Head Office
: An NQF level 6 qualification (National Diploma) in Supply Chain Management / Purchasing Management / Public Administration / Procurement / Financial Management or relevant qualification. Three (3) years' experience in Supply Chain Acquisition Management. The disclosure of a valid unexpired driver's licence. Knowledge of procurement administration procedure. Knowledge of financial legislation. Knowledge of BAS, SAP, and GAAP. Knowledge of PFMA,

		PPPFA and BBEE Policy. Knowledge of supply chain management. Knowledge of procurement policies and legislation. Disciplinary knowledge of labour law. Knowledge of treasury regulations. Knowledge of dispute resolution policies. Understanding Social and Economic development issues. Basic Financial Management. Knowledge Management. Problem solving and analysis. People and diversity management. Client orientation and customer focus. Efficient communication skills, accountability and ethical conduct.
<u>DUTIES</u>	:	Review the acquisition and demand procedures for efficiency and compliance. Perform various SCM duties in accordance with legislative prescripts applicable in the Public Service. Receive approved specifications/Terms of References (TORs) for invitation of quotations. Review the terms of reference/specifications received from Demand Management for accuracy and completeness before assigning them to a practitioner for invitation of quotations. Issue out requests for quotations when required. Adhere to relevant policies and regulations in the procurement of goods and services. Provide support in Acquisition management. Review and approve the recommended supplier. Update the spreadsheet with details of the winning supplier on regular basis with information on, QSE, EME and Transformation status of companies. Compilation /verification of all monthly SCM reports. Manage the process of sourcing of quotations up to R1 000 000. Tracking and addressing supply chain risks and performance. Support in developing SCM risk management assessments.
<u>ENQUIRIES</u>	:	Ms N Mokoni Tel No: (012) 336 6829
<u>POST 20/124</u>	:	<u>SUPPLY CHAIN PRACTITIONER REF NO: 300626/10</u> Branch: Finance Main Account CD: Supply Chain Management Dr: Acquisition
<u>SALARY CENTRE REQUIREMENTS</u>	:	R338 106 per annum (Level 07) Pretoria Head Office An NQF level 6 qualification (National Diploma) in Supply Chain Management / Purchasing Management / Public Administration / Procurement / Financial Management or relevant qualification. One (1) year experience in Supply Chain Acquisition Management. The disclosure of a valid unexpired driver's licence. Knowledge of procurement administration procedure. Knowledge of financial legislation. Knowledge of BAS, SAP and GAAP. Knowledge of PFMA, PPPFA and BBEE Policy. Knowledge of supply chain management. Knowledge of procurement policies and legislation. Disciplinary knowledge of labour law. Knowledge of treasury regulations. Knowledge of dispute resolution policies. Understanding Social and Economic development issues. Basic Financial Management. Knowledge Management. Problem solving and analysis. People and diversity management. Client orientation and customer focus. Efficient communication skills, accountability and ethical conduct.
<u>DUTIES</u>	:	Render supply chain demand and acquisition Processes. Follow relevant policies and regulations in procurement activities. Facilitate the procurement of goods and services through formal tender process. Provide a Secretarial support function to Bid-Committees. Provide administrative duties during the tender/bid briefing sessions. Assist with the tender compilation of bid documents and confirm if it is in line with applicable SCM prescripts and processes. Provide assistance in the review of the scope of the Terms of Reference (TOR). Assist with the monitoring of validity period of closed tenders. Assist in the co-ordination and execution of the bidding process:- Arrange and attend bid Evaluation committee meeting. Prepare register for bidders. Check the compliance with SCM prescripts and processes. Respond to specific queries during the tender/bid briefing sessions. Open bid documents and check the responsiveness and non-responsiveness of documents. Prepare scoring model/tender recommendation and evaluation reports. Preparation/ screening of recommendation for Adjudication. Render administrative services to supply chain Acquisition Management. Assist in implementation of SCM policies, processes, and procedures.
<u>ENQUIRIES</u>	:	Ms N Mokoni Tel No: (012) 336 6829

POST 20/125 : **PERSONAL ASSISTANT REF NO: 300626/11**
Branch: Infrastructure Management
CD: Construction Management

SALARY CENTRE REQUIREMENTS : R338 106 per annum (Level 07)
: Pretoria Head Office
: A Secretarial Diploma or equivalent qualification. Three (3) to five (5) years 'experience in rendering a support service to Senior Management. Excellent computer literacy skills. Advanced proficiency in Microsoft Office suite. Good office management skills and knowledge of administrative procedures. Sound organizational skills. Good people skills. High level of reliability. Ability to act with tact and discretion. Ability to research and analyse documents and situations. Good grooming and presentation skills. Self-management and motivation. Knowledge of dispute resolution process. Knowledge of basic financial management. People and Diversity management. Problem solving and Analysis. The successful candidate must be highly reliable, self-motivated, flexible, creative, client and customer focused. Remains up to date regarding the prescripts, policies and procedures applicable to her / his work terrain to ensure efficient and effective support to the manager. Excellent communication skills (verbal and written). Good accountability and ethical conduct.

DUTIES : Provide a secretarial / receptionist support service to the manager. Implement administrative procedures for the component. Receive telephone calls and visitors on behalf of the manager. Implement policies and procedures. Engage supplier regarding purchased materials. Develop implementation plan. Ensure that financial procedures are observed in the section. Compile monthly reports and present to the managers. Do early warning systems. Liaise with travel agencies to make travel arrangements for the DDG office. Arrange meetings and events for the manager and staff in the unit. Process all invoices that emanate from the activities of the work of the manager including the travel and subsistence claims for the unit. Draft routine correspondence and reports including records of basic minutes of the meetings of the manager where required. Administer matters like leave registers and telephone accounts and proper filing of documents. Receive, record and distribute all incoming and outgoing documents. Collect all relevant documents to enable the manager to prepare for meetings. Provide feedback on identified administrative gaps. Provide records on goods and services procured and handle all the procurement items for the office.

ENQUIRIES : Ms MM Maraka Tel No: (012) 336 7073

POST 20/126 : **CHIEF SECURITY OFFICER REF NO: 300626/12**
Branch: Infrastructure Management: Central Operations
Dir: Operations Central
Re-advertisement, applicants who have previously applied must re-apply.

SALARY CENTRE REQUIREMENTS : R338 106 per annum (Level 07)
: Vaal Dam
: A relevant NQF level 4 or Senior/Grade 12 Certificate. A valid Security Grade A PSIRA Certificate. National Diploma in Security Management will serve as an added advantage. National Key Point Certificate, A valid SAPS Firearm Competency for Rifle, Shotgun and Pistol. Three (3) years' supervisory experience in the NKP environment will serve as an added advantage. The disclosure of a valid unexpired driver's license. Computer literacy and skills in MS Office Software package. Knowledge of prescribed security legislation e.g. MISS, Protection of Information Act, etc. Knowledge and experience of emergency procedures. Knowledge of Occupational Health and Safety. Sound knowledge in interpretation and application of security code of conduct, security legislations and directives. Good listening, communication, and interpersonal skills. Ability to interact with people at all levels and work in a team environment. Analytical thinking. Problem-solving and analysis. Ability to handle conflicts and excellent report writing skills. Work under pressure, willingness to travel throughout the Area Office and work extended hours.

DUTIES : Implement security polices in line with relevant acts and national directives as determined. Monitor threats and risk analysis Ensure firearm regulation is implemented accordingly. Manage deployment and the functioning of security operations. Implement emergency contingency and procedures. Conduct site inspections on official residence and offices. Safeguard Departmental assets. Conducts investigations of security incidents and breaches. Liaise with

National Intelligence Agency (NIA), South African Police Services (SAPS), other security agencies and DWS National Security Manager Coordinate security awareness and training Ensure the safe custody and protection of officials, assets and information through the implementation and adherence to the MISS/MPSS. Supervision of human resources. Manage and evaluate staff performance on an on-going basis. Manage private security service provider's contracts. Provide operational and administrative assistance regarding security activities, forums, training, vetting, risk assessments and security reports. Conduct investigations where necessary.

ENQUIRIES : Mr. CM Mokone Tel No: (016) 880 0919
NOTE : Candidates may be required to complete a practical and theoretical test.

POST 20/127 : **WATER PLANT SUPERINTENDENT (TEAM LEADER) REF NO: 300626/13 (X2 POSTS)**
 Branch: Infrastructure Management: Southern Operations
 Dir: Operations Southern

SALARY : R280 278 per annum (Level 06)
CENTRE : Berg River Dam
REQUIREMENTS : An NQF level 4 qualification. Five (5) years' experience in water infrastructure operations and maintenance environment. The disclosure of a valid unexpired driver's license. Knowledge of operation and maintenance of pump stations, pipelines, dams, reservoirs, and associated infrastructure. Knowledge of Occupational Health and Safety Act, National Water Act, and relevant government legislation. Experience in supervision of staff and implementation of maintenance programmes. Understanding of water distribution systems, flood control, and emergency response procedures. Computer literacy and ability to compile operational reports. Effective communication skills both (written and verbal). Leadership, problem-solving, and interpersonal skills. Ability to work shifts, overtime, and standby duties.

DUTIES : Coordinate and supervise the operation and maintenance of pump stations, dams, pipelines, reservoirs, and associated infrastructure. Monitor plant and infrastructure performance to ensure uninterrupted operations. Coordinate preventative and corrective maintenance activities. Supervise operational staff, manage attendance, discipline, and performance. Ensure implementation of Occupational Health and Safety standards and legal compliance. Compile operational and maintenance reports. Conduct inspections and report infrastructure defects. Possess good administrative skills. Participate in emergency response and flood control activities. Maintain asset records, maintenance schedules and ensure proper housekeeping, and security at facilities.

ENQUIRIES : Mr M Tom Tel No: (023) 348 5600
NOTE : Preference will be given to candidates from the Geographical Area.

POST 20/128 : **SWITCHBOARD OPERATOR REF NO: 300626/14**
 Branch: Infrastructure Management: Southern Operations
 Dir: Operations Southern

SALARY : R201 093 per annum (Level 04)
CENTRE : Breede / Gouritz (Worcester – Western Cape)
REQUIREMENTS : A Senior/Grade 12 Certificate. Knowledge of administrative and clerical procedure. Knowledge of word processing. Operate telecommunication system. Report faulty telephone system and other extensions within the organisation. Managing files and records. Understanding of Public Service Regulations. Telephone etiquette and interpersonal skills. Knowledge in operating telecom operations. Framework for managing telephone etiquette. Problem solving and analysis. People and diversity management. Client orientation and customer focus. Effective communication skills both (verbal and written). Accountability and ethical conduct.

DUTIES : Render switchboard services. Attend to incoming and outgoing telephone calls. Maintain switchboard system. Transfer calls to relevant extensions.

ENQUIRIES : Ms H Horn Tel No: (023) 348 5600
NOTE : Preference will be given to candidates from the Geographical Area.

<u>POST 20/129</u>	:	<u>AUDIT COMMITTEE MEMBER (ICT SPECIALIST) REF NO: 300626/02</u> (03 Year Contract)
<u>SALARY</u>	:	The compensation of members of the Audit Committee Members is determined at an hourly tariff based on South Africa Institute of Chartered Accountants (SAICA) / Auditor General South Africa (AGSA) rates.
<u>CENTRE REQUIREMENTS</u>	:	Pretoria Head Office An appropriate three-year qualification at NQF 7 in any of the following fields: Information and Communication Technology (ICT)/ Legal/ Risk Management/ Accounting and Auditing. (A higher qualification will serve as an added advantage). Applicants should have executive management experience in the audit, governance and risk management for more than ten (10) years. Preference will be given to someone with ICT experience. Previous Audit Committee and/or oversight committees experience (mainly in Public Sector). Relevant work experience in Accounting, Internal Audit, Governance, Legal, Information and Communication Technology, Performance Management and Risk Management. Knowledge of the Water Sector and legislation governing the Water Sector will serve as an added advantage. Knowledge of the PFMA and the Public Sector will serve as an advantage. Must possess the following qualities: An enquiring and analytical mind-set; Good communication skills; independence and integrity; and an understanding of the regulatory framework within which National Departments operate within the Public Sector.
<u>DUTIES</u>	:	The audit committee is an advisory committee that assists the department by performing oversight in respect of internal controls, risk management and governance processes. The committee reports to the Executive Authority on a quarterly basis. The committee carries out its responsibilities as legislated by the Public Finance Management Act and Treasury Regulations and operates according to the approved Audit Committee Charter.
<u>ENQUIRIES</u>	:	Mr M Motsatsi Tel No: (012) 336 7905 / (082) 610 9861
<u>NOTE</u>	:	Preference will be given to a woman and person with a disability. In terms of Section 77 of the Public Finance Management Act, Act No. 1 of 1999 (PFMA), the Department of Water and Sanitation calls for qualified and interested person to serve on its Audit Committee for a three-year period.