

**Career Opportunities, sustainable partnership combined with experience and knowledge to build a future together: Suitable qualified candidates are invited to apply for the under mentioned posts. The appointment will be made in terms of the Public Service Act.**

**The Department is committed to provide equal opportunities and adheres to the affirmative action policy in line with Employment Equity Act, the SMS Handbook and all relevant legislation applicable in the Public Service.**

**Post : Chief Director: Transport Operations (1 Post)**  
**Level : 14**  
**Salary : R 1 251 183 p/a (all-inclusive package)**  
**Centre : Head Office**  
**Ref : (CD/TO 1)**

**Requirements:** An appropriate Bachelor degree/National Diploma in Public management, Transport Management or equivalent qualification plus relevant extensive experience in the related field of Transport and 5 experience years should be in Senior Management. An Honours/Master's degree will be an added advantage. A valid driver's licence. Appointment is subject to the signing of a performance agreement and financial disclosure. 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. Application should therefore have proof that they have registered for the Pre-entry Certificate, which can be accessed using the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry>

**Knowledge, Skills and Competencies:** Knowledge of Public Service Act, Labour Relations Act, PFMA and other related legislations. Computer literacy, Excellent communication (verbal, written and presentation) skills. Strong leadership and management skills and the ability to develop a strong working team, Good interpersonal relations. Financial management skills. Change management. Knowledge management Service delivery innovations, Problem solving and analyses, People management and empowerment, client orientation and customer focus. Project management will be an added advantage.

**Responsibilities:** Manage the development, maintenance and implementation of transport policies, legislation and regulations. Develop guidelines and standards in relation to the National Land Transport Act (NLTA) and other transport related legislations. Manage and oversee public and government motor transport in the Province. Monitor government and public transport in the Province in relation to the relevant mandate. Coordinate and manage the public transport management system. Gather and manage data relating to public and government transport in the Province. Provide guidance and assistance to the Municipalities with the implementation and usage of the public transport information system. Management of risk within the division.

**Post : Chief Director: EPWP (1 Post)**  
**Level : 14**  
**Salary : R 1 251 183 p/a (all-inclusive package)**  
**Centre : Head Office**  
**Ref : (CD/EPWP 1)**

**Requirements:** An appropriate Bachelor degree/National Diploma Public management or an equivalent plus relevant extensive experience in the related field of EPWP and 5 experience years should be in Senior Management. A valid driver's licence. Appointment is subject to the signing of a performance agreement and financial disclosure. 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. Application should therefore have proof that they have registered for the Pre-entry Certificate, which can be accessed using the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry>.

**Knowledge, Skills and Competencies:** Knowledge of EPWP prescripts and guidelines, PFMA, Public Service Act, Public Service Regulations, policies on Public Employment Programmes. A good understanding of EPWP prescripts and guidelines, computer literacy with Microsoft excel and PowerPoint. Verbal and written communication skills. Ability to motivate staff and be a team leader and handle pressure. Ability to fulfill the following core management competencies. Strategic Capability and leadership, Programme and Project Management, Financial Management, Change Management, Conflict Management. Knowledge management, Service Delivery Innovation, Problem solving and analysis, People Management and empowerment, Client orientation and customer focus.

**Responsibilities:** Coordinate the implementation of EPWP in the Province. Monitor delivery of the set targets and assess impact of EPWP. Promote the implementation of innovative and empowerment initiatives of stakeholders and beneficiaries as per EPWP norms and standards. Promote community development programmes through the implementation of flagship programmes and social facilitation that contributes to the creation of work. Manage stakeholder relations on all EPWP matters. Effective management of the unit. Management of risk within the division.

**Post : Director : Intergrated Planning (Monitoring and Evaluation)**  
**Level : 13**  
**Salary : R 1 057 326 p/a (all-inclusive package)**  
**Centre : Head Office**  
**Ref : (D/IP-ME1)**

**Requirements:** An appropriate Bachelor degree/National Diploma in Public Management and related field plus relevant extensive experience and 5 years experience should be in Middle Management. A valid drivers licence. Appointment is subject to the signing of a performance agreement and financial disclosure. 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. Application should therefore have proof that they have registered for the Pre-entry Certificate, which can be accessed using the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry>.

**Knowledge, Skills and Competencies:** Ability to fulfil the following core management competencies: Strategic management and leadership, client orientation, financial management, people management and empowerment, change management, knowledge management, programme and project management, service delivery innovation and problem solving. Knowledge of the electronic Quarterly Performance Reporting (eQPR) system and advanced computer literacy skills. You might be required to compile a short presentation on a topic that will be provided should you be invited for an interview.

**Responsibilities:** Manage monitoring and evaluation related activities in the Department. Monitor departmental performance against set plans and targets. Compile and analyse performance reports. Review Portfolio of Evidence to support actual output reported for validity, accuracy and completeness. Attend to audit queries. Compile progress reports on oversight resolutions received from Select- and Portfolio Committees, Office of the Premier, National Departments and other stakeholders. Compile performance analysis reports and conduct performance review sessions with Management to inform decision making. Input in departmental plans and frameworks. Conduct project verification and implement departmental evaluation studies.

**Post : Director: EPWP Monitoring and Evaluation**  
**Level : 13**  
**Salary : R 1 057 326 p/a (all-inclusive package)**  
**Centre : Head Office: EPWP**  
**Ref : (D/EPWP/ME1)**

**Requirements:** A recognized bachelor's degree or National Diploma in Public Administration or equivalent plus relevant extensive experience in the related field of EPWP and 5 years' experience should be in Middle Management. A valid driver's licence. Appointment is subject to the signing of a performance agreement and financial disclosure. 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. Application should therefore have proof that they have registered for the Pre-entry Certificate, which can be accessed using the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry>.

**Knowledge, Skills and Competencies:** Knowledge of EPWP prescripts, PFMA, Public Service Act, Public Service Regulations etc. A good understanding of EPWP prescripts and guidelines, computer literacy with Microsoft excel and PowerPoint. Knowledge on EPWP Reporting System will be an added advantage. Verbal and written communication skills. Ability to motivate staff and be a team leader and handle pressure. Ability to fulfill the following core management competencies. Strategic Capability and leadership, Programme and Project Management, Financial Management, Change Management, Conflict Management, Knowledge management, Service Delivery Innovation, Problem solving and analysis, People Management and empowerment, Client orientation and customer focus. Knowledge of the electronic Quarterly Performance Reporting (eQPR) system and advanced computer literacy skills.

**Responsibilities:** Manage and monitor the reporting of EPWP projects in EPWP Reporting System (ER System). Facilitate the monitoring of EPWP projects. Ensure compilation and consolidation of EPWP reports on reported projects. Render capacity building support to public bodies on ER System. Ensure data quality assessments are conducted timeously. Ensure effectiveness of data management processes. Render the system administration support for the Mpumalanga Province. Ensure that impact evaluation studies are conducted on EPWP Programmes. Coordinate the submission of documents for the programme on internal and external audits. Manage stakeholder relations on all M&E matters. Effective management of the Directorate. Monitor departmental performance against set plans and targets. Compile and analyse performance reports. Review Portfolio of Evidence to support actual output reported for validity, accuracy and completeness. Attend to audit queries. Compile progress reports on oversight resolutions received from Select- and Portfolio Committees, Office of the Premier, National Departments and other stakeholders. Compile performance analysis reports and conduct performance review sessions with Management to inform decision making. Input in departmental plans and frameworks. Conduct project verification and implement departmental evaluation studies. Manage the overall resources of the Directorate. Management of risk within the division.

**Post : Director: Bohlabela District**  
**Level : 13**  
**Salary : R 1 057 326 p/a (all-inclusive package)**  
**Centre : Head Office**  
**Ref : (D/BD1)**

**Requirements:** A recognized bachelor's degree or National Diploma in Public Administration or equivalent qualification plus relevant extensive experience in the related field of administration and others and 5 years' experience should be in Middle Management. A valid driver's licence. Appointment is subject to the signing of a performance agreement and financial disclosure. 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. Application should therefore have proof that they have registered for the Pre-entry Certificate, which can be accessed using the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry>

**Knowledge, skills and competencies required:** Knowledge of legislative prescripts governing the Public Service, with particular reference to knowledge of PFMA and PSR. Computer literacy. Strong verbal and written communication skills. Good analytical skills. Sound report writing skills. Candidate must be prepared to work under pressure and long hours. Driver's license.

**Responsibilities:** Manage all administrative aspects in the region. Provide strategic leadership within the region. Manage maintenance of Public Works building. Manage the implementation of Capital Project. Ensure that line function managers carry out their duties and responsibilities. Manage regional budget and compile reports as required. Manage Pilgrim's Rest Town. Manage the co-ordination of EPWP within the region. Manage regional facilities and property management. Management of risk within the division.

**Post : Director: Labour Relations (1 Post)**  
**Level : 13**  
**Salary : R 1 057 326 p/a (all-inclusive package)**  
**Centre : Head Office**  
**Ref : (D/LR 1)**

**Requirements:** An appropriate Bachelor degree in Law or Human Resource Management (Labour Relations) and related studies plus relevant extensive experience in the related field of Labour Relations and 5 years' experience should be in Middle Management. A valid driver's licence. Appointment is subject to the signing of a performance agreement and financial disclosure. 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. Application should therefore have proof that they have registered for the Pre-entry Certificate, which can be accessed using the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry>

**Knowledge, Skills and Competencies:** Knowledge of Public Service Act, Labour Relations Act, PFMA and other related legislations. Computer literacy, Excellent communication (verbal, written and presentation) skills. Strong leadership and management skills and the ability to develop a strong working team, Good interpersonal relations. Financial management skills. Change management. Knowledge management Service delivery innovations, Problem solving and analyses, People management and empowerment, client orientation and customer focus. Project management will be an added advantage.

**Responsibilities:** Development and implementation of Labour Relation Policies, Code and practices. Handling of grievance, disputes and disciplinary matters. Provision of Labour Relation support to the Department on Labour Relation. Facilitation of Capacity programmes in the Labour Relations field. Minimize strikes and Labour unrest. Management of staff. Attend to conciliation and Arbitration matters. Manage the collective bargaining process and conflict as well on training awareness programmes to staff on grievance and disciplinary. Ensure the promotion of sound labour peace, including the effective management of dispute settlement, grievance and discipline. Represent the Department in all relevant forums. Manage and supervise staff. Management of risk within the division.

**Post : Director: Programme Management Unit**  
**Level : 13**  
**Salary : R 1 057 326 p/a (all-inclusive package)**  
**Centre : Head Office**  
**Ref : (D/PMU/1)**

**Requirements:** A recognized BSc/ B.Tech in Civil Engineering or equivalent with relevant extensive experience in the related field of Buildings maintenance and 5 years' experience should be in Middle Management. Registration with the relevant Council will be an added advantage. A valid driver's licence. 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. Application should therefore have proof that they have registered for the Pre-entry Certificate, which can be accessed using the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry>.

**Knowledge, Skills and Competencies:** Knowledge of Public Service Act, PFMA and other related legislations. Skills in roads maintenance or construction. Computer literacy. Excellent communication (verbal, written and presentation) skills. Strong leadership and management skills and the ability to develop a strong working team. Good interpersonal relations. Financial management skills. Change management. Knowledge management Service delivery innovations. Problem solving and analyses. People management and empowerment, client orientation and customer focus. Project management will be an added advantage.

**Responsibilities:** Develop Buildings Construction and Maintenance procurement strategies. Monitoring and evaluation of buildings construction and maintenance projects. Ensure compliance with buildings construction

and maintenance guidelines and policies. To prepare and manage the budgets for the division. To prepare/consolidate and analyze reports. To manage the personnel in the sub-divisions reporting this division. To prepare a Strategic Plan and operational plans for the Sub-directorate and Management of risk within the division. Manage monitoring and evaluation related activities in the Department. Monitor departmental performance against set plans and targets. Compile and analyze performance reports. Review Portfolio of Evidence to support actual output reported for validity, accuracy and completeness. Attend to audit queries. Compile progress reports on oversight resolutions received from Select- and Portfolio Committees, Office of the Premier, National Departments and other stakeholders. Compile performance analysis reports and conduct performance review sessions with Management to inform decision making. Input in departmental plans and frameworks. Conduct project verification and implement departmental evaluation studies. Manage the overall resources of the Directorate.

**Post : Deputy Director: Labour Relations**  
**Level : 11**  
**Salary : R 733 257 p/a (all-inclusive package)**  
**Centre : Head Office**  
**Ref : (DD/LR 1)**

**Requirements:** An appropriate Bachelor degree in Law or Human Resource Management (Labour Relations) plus relevant extensive experience in the related field of Labour Relations. A valid driver's licence.

**Knowledge, Skills and Competencies:** Knowledge of Public Service Act, Labour Relations Act, PFMA and other related legislations. Computer literacy, Excellent communication (verbal, written and presentation) skills. Strong leadership and management skills and the ability to develop a strong working team, Good interpersonal relations. Financial management skills. Change management. Knowledge management Service delivery innovations, Problem solving and analyses, People management and empowerment, client orientation and customer focus. Project management will be an added advantage.

**Responsibilities:** Development and implementation of Labour Relation Policies, Code and practices. Handling of grievance, disputes and disciplinary matters. Provision of Labour Relation support to the Department on Labour Relation. Facilitation of Capacity programmes in the Labour Relations field. Minimize strikes and Labour unrest. Management of staff. Attend to conciliation and Arbitration matters.

**Post : Deputy Director: Facility & Property Management**  
**Level : 11**  
**Salary : R 733 257 p/a**  
**Centre : Gert Sibande Region**  
**Ref : (DD/PM: GS)**

**Requirements:** An appropriate Bachelor degree/National Diploma in Public management plus relevant extensive experience in the related field of property and facilities management. A valid driver's licence

**Knowledge, skills and competencies:** Sound knowledge of property management prescripts, Knowledge of Public Service Act, Labour Relations Act, PFMA and other related legislations. Computer literacy, Excellent communication (verbal, written and presentation) skills. Strong leadership and management skills and the ability to develop a strong working team, Good interpersonal relations. Financial management skills. Change management. Knowledge management Service delivery innovations, Problem solving and analyses, People management and empowerment, client orientation and customer focus. Project management will be an added advantage.

**Responsibilities:** Ensure payment of property rates and taxes in the District. Ensure that payments, rental collection and user charges are done. Ensure accurate reconciliation of payments, rental collection and user charges. Ensure effective rendering of property administrative support services. Manage District asset register. Ensure effective management of shared services (water, electricity, telephones etc) Ensure compliance management.

**Post : Assistant Director: Property and Facilities**  
**Level : 09**  
**Salary : R 376 596 p/a**  
**Centre : Nkangala District Office**  
**Ref : (AD/PF)**

**Requirements:** An appropriate three-year Degree/National diploma or equivalent Qualification plus extensive relevant experience in Property and Facilities. A Valid driver's Licence Driver's licence.

**Knowledge, skills and Competencies:** Good communication skills, high sense of responsibility, Computer literacy, strong knowledge of Legislative prescripts governing, Public Service, Proven Management & Administrative skills, analytical skills. Report writing.

**Responsibilities:** Manage Government buildings in the district. Provide accommodation through Leasing/hiring. Administer government houses in the district render space planning service. Liaise with client departments. Compile and Update asset registers. Prepare and reconcile additions register. Manage Personnel. Ensure payment of Property Rates & Taxes. Management of shared services.

**Post : Deputy Director: Expenditure**  
**Level : 11**  
**Salary : R733 257 p/a (all-inclusive package)**  
**Centre : Head office**  
**Ref : (DD:E1)**

**Requirements:** An appropriate Bachelor degree/National Diploma in Finance related qualification plus relevant extensive experience in the related field in Finance. A valid driver's license.

**Knowledge, Skills and Competencies:** knowledge of LOGIS and BAS system, policies and analytical skills. Strong problem solving skills. Technical Skills Checking the Correctness and Accuracy of Invoices Payment Certificates from Contractors and Consultant. Well-developed financial management skills as well as written and verbal. Ensure compliance with requirements of the PFMA and Treasury Regulations.

**Responsibility:** Monitor expenditure patterns of all units, liaise with supplier of goods and services. Manage and control creditor payments processing of payments. Attend to audit issues Manage Credit Control Function. Management of personnel and Monitoring of Districts.

**Post : Deputy Director: Building Maintenance (2x Posts)**  
**Level : 12**  
**Salary : R869 007 p/a (all-inclusive package)**  
**Centres : Ehlanzeni and Nkangala Districts**  
**Ref : (Ehlan: DD) (Nka: DD)**

**Requirements:** An appropriate Bachelor degree/National Diploma in Built Environment (Civil Engineering or Quantity Survey) with relevant extensive experience in the related field of applied experience in various infrastructure projects .e.g. Construction and Maintenance. A valid driver's license.

**Knowledge, skill and Competencies:** Proven construction experience in Building Construction. Construction Supervision and Maintenance. Excellent technical report writing and presentation skills. Innovative problem solving ability. Ability to work independently at strategic and implementation level. Applied knowledge of the relevant built environment legislation/regulatory requirement of national and international standards (CISB/ISO/SANS). Competency in Microsoft Office suite.

**Responsibilities:** Conduct regular inspections on all public amenities within the Region. Develop Regional Maintenance Plan. Provide technical and hands on report on maintenance projects. Supervise and oversee building maintenance projects at the Costs Centres and other buildings. Ensure quality control and safety in all construction projects. Monitor the implementation of maintenance projects/ contracts in the Region. Provide mentorship to build environment graduates. Management human and resources. Manage sectional budget.





**Post** : Assistant Director: SCM Acquisition and Contract Management (2 Posts)  
**Level** : 09  
**Salary** : R376 596 p/a  
**Centre** : Head Office  
**Ref** : (AD:SACM 2)

**Requirements:** An appropriate Bachelor degree/National Diploma in Supply Chain Management/ Purchasing Management/ Public Management/ Logistics Management and extensive relevant experience in Procurement/ Supply Chain Management. Experience in Goods and Services Procurement will be an added advantage.

**Knowledge, skill and Competencies:** Knowledge of Supply Chain Management Framework, procurement related legislation and regulations, including the Public Finance Management Act, Code of Conduct for Supply Chain Management Practitioners, Treasury Regulations and Preferential Procurement Policy Framework Act, National Treasury Practice Notes and Guides. Understanding of government procurement systems and processes within the Goods and Services environment. Good verbal and written communication skills, the ability to manage confidential information, advanced interpersonal and negotiation skills, problem solving skills, decision making skills and computer literacy are critical competency areas. The ability to work and deliver under pressure and within tight periods is essential.

**Responsibilities:** Manage, execute, facilitate, support supervise, and performance manage the following SCM functions. Acquisitions: ensure that the bid/ quotation processes are compliant and fully executed within the requisite legislative and regulatory frameworks and stipulations. Determine the effectiveness of the implementation of the Devolution system. Facilitate the invitation process of quotations from the suppliers on the database using the correct evaluation methods. Oversee utilization of CSD in quotation processes. Implement measures to eliminate fraud and corruption within SCM. Implement measures to eliminate fraud and corruption within SCM. Render support to Head office and District offices on Devolution System regularly SCM Performance Reporting: Consolidate monthly Head Office and Regional Offices' inputs to produce SCM performance reports against the Annual Performance Plan, Collate data; prepare reports and presentations for management use. Monitor and report on BBBEE/Preferential Procurement spending in terms of the Department's targets and report on a weekly/monthly basis on performance against the Procurement Plan. Perform any other assigned duties in relation to the implementation of the Supply Chain Management system contract management unit. Compliance and contract monitoring, contract register, evaluation of supplier performance, conclusion of contract and corrective measures. Timely and relevant contract administration relationship management between suppliers and Department.

**Post** : Assistant Director: Office of the Head of Department  
**Level** : 9  
**Salary** : R 376 596 p/a  
**Centre** : Head Office  
**Ref** : (AD:OHD)

**Requirements:** An appropriate Bachelor degree/National Diploma in Public Management / Business Administration plus extensive relevant experience in Administrative support to Executive Senior Management Offices. A valid driver's license.

**Knowledge, skills and Competencies:** A proven track record and good understanding of the Executive Senior Management Offices, innovative thinking, problem solving, interpersonal relations and understanding of legislations that govern government. Ability to understand documents process flow and an electronic diary system. The candidate should have excellent verbal and written communication skills, organizing and planning skills, computer literacy (MS Office package) and Good Telephone etiquette. Good communication skills, high sense of responsibility, Computer literacy, strong knowledge of Legislative prescripts governing, Public Service, Proven Management & Administrative skills, analytical skills. Report writing.

**Responsibilities:** Management of the HoD's diary, attend to day to day correspondences in the office of the HoD, proof read incoming and outgoing of documents before dispatched to relevant persons/ sub-branches. Safe keeping of official sensitive documents. Facilitate the compiling and submission of reports to relevant offices. Coordinate HoD's meeting with all relevant stakeholders. Attending to the HoD's personal chores, management of staff. Facilitate the submission of MINMEC reports and Cabinet reports to Exco.

**Post** : Chief Engineer Grade A: (Civil/Structural) (2 Posts)  
**Level** : OSD  
**Salary** : R991 281 p/a (all-inclusive package)  
**Centre** : Head Office  
**Ref** : (CEG:CS2)

**Minimum Requirements:** A degree in Engineering. Registration with ECSA as a Professional Engineer: Civil/structural Engineer. Valid drivers' licence. Computer literacy plus extensive relevant experience in Engineering. A compulsory registration with the ECSA as a Professional Engineer.

**Knowledge, Skills and Competencies:** Knowledge of legislative prescripts governing the Public Services. Computer literate in design programmes including CAD programmes and MS office. Strong verbal and written communication skills. Good analytical skills. Sound reports writing skills.

**Key Performance Areas:** Advice to Client Departments and Regional Offices. Development, interpretation and customization of functional and technical norms and standards from an engineering perspective. Investigate proposals for innovative service delivery mechanisms and undertake feasibility studies. Compile briefing documentation and specifications from an engineering perspective, oversee implementation [construction] and Research/literature studies to keep up with new technologies, for the Department including interaction with relevant professional development boards/ councils.

**Post** : Quantity Surveyor (Production) Grade A  
**Level** : OSD  
**Salary** : R 585 366 p/a (all-inclusive package)  
**Centre** : Head Office  
**Ref** : (QS:P:GRI)

**Requirements:** A degree in Quantity Surveying or relevant educational qualification as prescribed and registered under Act 36 of 1970 (New Act 49 of 2000) plus extensive relevant experience in surveying. A compulsory registration with the SACQSP as a Professional Quantity Surveyor.

**Knowledge, Skills and competencies:** Knowledge of legislative prescripts governing the Public Services. Computer literate in WinQS, CAD programmes and MS office. Knowledge of civil/ structural packages. Strong verbal and written communication skills. Good analytical skills. Sound reports writing skills.

**Responsibilities:** Advice to Client Departments and Regional Offices. Control over and payments to consultants and contractors appointed by the Department. Economy and financial control of building projects including building cost norms and contract administration. Office administration, research on all aspects of building, technologies, maintenance and contracts. Project management of projects.

**Post** : Engineer Grade A: (Civil/ Structural) (2 Posts)  
**Level** : OSD  
**Salary** : R679 338 p/a (all-inclusive package)  
**Centre** : Head Office  
**Ref** : (EGA:CS 2)

**Minimum Requirements:** A degree in Engineering. Registration with ECSA as a Professional Engineer: Civil/structural Engineer.

Valid drivers' licence. Computer literacy plus extensive relevant experience in Civil and Structural. A compulsory registration with the ECSA as a Professional Engineer.

**Knowledge, Skills and Competencies:** Knowledge of legislative prescripts governing the Public Services. Computer literate in design programmes including CAD programmes and MS office. Strong verbal and written communication skills. Good analytical skills. Sound reports writing skills.

**Key Performance Areas:** Advice to Client Departments and Regional Offices. Development, interpretation and customization of functional and technical norms and standards from an engineering perspective. Investigate proposals for innovative service delivery mechanisms and undertake feasibility studies. Compile briefing documentation and specifications from an engineering perspective, oversee implementation [construction] and Research/literature studies to keep up with new technologies, for the Department including interaction with relevant professional development boards/ councils.

**Post** : Engineer Grade A: (Mechanical)  
**Level** : OSD  
**Salary** : R 679 338 p/a (all-inclusive package)  
**Centre** : Head Office  
**Ref** : EGA:M 1)

**Minimum Requirements:** A degree in Engineering. Registration with ECSA as a Professional Engineer: Mechanical. A valid drivers' licence. Computer literacy plus extensive relevant experience in Mechanical. A compulsory registration with the ECSA as a Professional Engineer.

**Knowledge, Skills and Competencies:** Knowledge of legislative prescripts governing the Public Services. Computer literate in design programmes including CAD programmes and MS office. Strong verbal and written communication skills. Good analytical skills. Sound reports writing skills.

**Key Performance Areas:** Advice to Client Departments and Regional Offices. Development, interpretation and customization of functional and technical norms and standards from an engineering perspective. Investigate proposals for innovative service delivery mechanisms and undertake feasibility studies. Compile briefing documentation and specifications from an engineering perspective, oversee implementation [construction] and Research/literature studies to keep up with new technologies, for the Department including interaction with relevant professional development boards/ councils.

**Post** : Architect (Production) Grade A  
**Level** : OSD  
**Salary** : R585 366 p/a (all-inclusive package)  
**Centre** : Head Office  
**Ref** : (AP:1)

**Minimum Requirements:** A degree in Architecture. Registration with South African Council for the Architectural Profession (SACAP) as a Professional: Architect plus extensive relevant experience in Architectural. A valid drivers' licence. Computer literacy. A compulsory registration with the SACAP as a Professional.

**Knowledge, Skills and Competencies:** Knowledge of legislative prescripts governing the Public Services. Computer literate in design programmes including CAD programmes and MS office. Strong verbal and written communication skills. Good analytical skills. Sound reports writing skills.

**Key Performance Areas:** Advice to Client Departments and Regional Offices. Development, interpretation and customization of functional and technical norms and standards from an engineering perspective. Investigate proposals for innovative service delivery mechanisms and undertake feasibility studies. Compile briefing documentation and specifications from an architectural perspective, oversee implementation [construction] and Research/literature studies to keep up with new technologies, for the Department including interaction with relevant professional development boards/ councils.

**Post** : 1 X Driver Emergency Heavy Motor Vehicle (Break down)  
**Level** : 4  
**Salary** : R 145 281 p/a  
**Centre** : Head Office  
**Ref** : Government Garage, Mbombela

**Requirements:** A valid EC driver's license. Extensive relevant as a heavy duty vehicle driver. A valid PDP is recommended. Physical fitness. Willingness to travel extensively and work extended hours when required. Skill in driving.

**Knowledge, skills and Competencies:** Knowledge of operating the breakdown equipment. Basic knowledge of literacy (read and write).

**Responsibilities:** Transportation of GG Vehicles with a breakdown truck. Collect and deliver vehicles to and from the garages and government premises including vehicles on breakdown due to mechanical failures or accidents. Move and organize the vehicles in the auction yards.

Completed Z83 application forms with relevant reference numbers should be addressed to:

The Head of Department, Department of Public Works, Roads and Transport, Private Bag X 11310, Mbombela, 1200. No Hand Delivery.

The Department is committed to providing equal opportunities and practices affirmative action employment. It is our intention to promote representativity in terms of race, gender and disability when filling the vacant positions. Women and people with disabilities are encouraged to apply.

Applications must consist of:

A fully completed and signed Z83 form (which can be downloaded at [www.dpsa.gov.za](http://www.dpsa.gov.za)-vacancies); a recent comprehensive CV; contactable referees (telephone numbers and email addresses must be indicated); copies of qualifications, Identity Document and driver's license. 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 accompanying documents need not be certified, shortlisted candidates will be required to bring certified copies on or before the interviews.

The successful candidate will be required to obtain a top secret clearance issued by the State Security Agency. The top two candidates of the Chief Director/Director, Chief Quantity Surveyor, and Deputy Directors posts will be subjected to competency assessment to determine their suitability for the posts. The competency will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. A pre-entry certificate obtained from the National School of Government (NSG) is required for all SMS applications. 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. Please take note that late applications will not be accepted. Applicants are advised that the old Z83 which was valid until 31 December 2020 will not be accepted. Should an individual wish to apply for a post, he/ she will be required to submit the new application for employment (Z83) form which became effective on 1 January 2021 and can be downloaded at [www.dpsa.gov.za](http://www.dpsa.gov.za)-vacancies. From 1 January 2021 should an application be received using incorrect applications for employment (Z83) form, it will not be considered. Failure to comply with the above instructions will result in application being disqualified.

The Department reserves the right to fill or not to fill any advertised posts.

Enquiries can be forwarded to:

Ms PN Mokhotla @ 013 766 6780 | Mr PM Malaza @ 013 766 6624

Closing Date: 15 October 2021 at 16:15