



NORTHERN CAPE PROVINCIAL ADMINISTRATION
OFFICE OF THE PREMIER

HEAD OF DEPARTMENT PROVINCIAL TREASURY (FIVE YEAR CONTRACT)

(Re-advertisement) All candidates that applied previously are encouraged to re-apply

Post : Head of Department

Reference HOD/PT/01/2018

Centre: Kimberley

Salary: R1 370 973.00 (All-inclusive remuneration package)
(All-inclusive remuneration package consist of a basic salary and flexible portion structured according to personal needs, plus 10% non-pensionable Head of Department allowance.)

Requirements:

An undergraduate qualification (NQF level 7) and a post graduate qualification (NQF level 8) as recognised by SAQA backed by at least 8-10 years' experience at Senior Management level preferably in a public sector or related environment. The successful candidate will be the champion for accelerated, efficient, effective and development oriented service delivery in pursuit of the National development Plan and the Medium Term Strategic Framework.

Competencies:

Proven strategic and leadership qualities, project and financial management skills. An innovative person who will ensure the highest level of service delivery. Have excellent problem solving and analysis, people management, research, honesty, analytical thinking, integrity and empowerment skills. The successful candidate must display the highest standard of ethical and moral conduct and have the ability to communicate at all levels. A valid driver's license and computer skills, advanced knowledge of the prescripts such as the Public Finance Management Act (PFMA), Treasury Regulations, SCM policy framework, Public Service Act and Regulations is a further prerequisite.

Reporting to the MEC of Finance, Economic Development and Tourism, the incumbent will function as the Head of Department with the following main functions: •Enforcing the implementation of the Public Finance Management Act and the Municipal Finance Management Act; •Preparation of sound, sustainable and developmental provincial budgets; •Promotion and monitoring of the sustainability of local government budgets; •Sound Management of provincial government financial assets and liabilities; •Promote sound supply chain management practices at

Provincial and Local Government level; •Optimization of provincially collected own revenue, enhancements of sound cash management, accounting practices, policies and systems; •Ensuring alignment of strategic plans and budgets to the Provincial Growth and Development Strategy; •Conduct the economic and social research and analysis to inform fiscal policy developments and the annual budget process; •Provide policy direction to facilitate effective and efficient management of physical assets; •Ensure the development and implementation of sound supply chain management policies and procedures; •Maintain and manage all transversal financial systems; •Provide technical support on public private partnership projects to municipalities and provincial departments; •Ensure effective implementation of accounting practices in line with generally recognized accounting practices; •Prepare consolidated annual financial statements that reflect the financial position of the province; •Implement and monitor compliance to national and provincial financial norms and standards by provincial departments, public entities and the municipalities; •Facilitate the establishment of risk management capacity in the departments, public entities and municipalities.

Inherent responsibilities as Head of Department: •Responsible for all function/duties as Head of Department in terms of the Public Service Act and the Public Service Regulations; •Develop and implement a departmental strategic plan both for the in year and the MTEF period plus 2 years; •Take all the necessary steps to ensure that the department is organized and structured in a manner that will enable the effective and efficient delivery of the Department's mandate; Responsible for all functions/duties as Accounting Officer in terms of the Public Finance Management Act and Treasury Regulations; •Monitor and ensure compliance with all applicable legislation; •Provide strategic management leadership through planning, organizing, monitoring and controlling the performance of the department.

HEAD OF DEPARTMENT ENVIRONMENT AND NATURE CONSERVATION (FIVE YEAR CONTRACT)

Post : Head of Department

Reference HOD/DENC/01/2018

Centre: Kimberley

Salary: R1 370 973.00 (All-inclusive remuneration package)
(All-inclusive remuneration package consist of a basic salary and flexible portion structured according to personal needs, plus 10% non-pensionable Head of Department allowance.)

Requirements:

An undergraduate qualification (NQF level 7) and a post graduate qualification (NQF level 8) as recognised by SAQA backed by at least 8-10 years' experience at Senior Management level preferably in a public sector or related environment. The successful candidate will be the champion for accelerated, efficient, effective and development oriented service delivery in pursuit of the National development Plan and the Medium Term Strategic Framework.

Competencies:

Proven strategic and leadership qualities, project and financial management skills. An innovative person who will ensure the highest level of service delivery. Have excellent problem solving and analysis, people management, research, honesty, analytical thinking, integrity and empowerment skills. The successful candidate must display the highest standard of ethical and moral conduct and have the ability to communicate at all levels. A valid driver's license and computer skills, advanced knowledge of the prescripts such as the Public Finance Management Act (PFMA), Treasury Regulations, SCM policy framework, Public Service Act and Regulations is a further prerequisite.

Reporting to the MEC of Environment and Nature Conservation, the incumbent will function as the Head of Department with the following main functions:

- Management and Administration of the Department of Environmental and Nature Conservation as contemplated in Section 7 (3) (b) of the Public Service Act 103/1994 as amended;
- The rendering of environmental quality management and empowerment services;
- Rendering of compliance and biodiversity management services;
- The rendering of policy coordination and environmental planning services;
- The execution of internal inspectorate functions;
- Inter-governmental, inter-sectorial and where possible/required regional integration.

Inherent responsibilities as Head of Department: •Responsible for all function/duties as Head of Department in terms of the Public Service Act and the Public Service Regulations; •Develop and implement a departmental strategic plan both for the in year and the MTEF period plus 2 years; •Take all the necessary steps to ensure that the department is organized and structured in a manner that will enable the effective and efficient delivery of the Department's mandate; Responsible for all functions/duties as Accounting Officer in terms of the Public Finance Management Act and Treasury Regulations; •Monitor and ensure compliance with all applicable legislation; •Provide strategic management leadership through planning, organizing, monitoring and controlling the performance of the department.

HEAD OF DEPARTMENT ECONOMIC DEVELOPMENT & TOURISM (FIVE YEAR CONTRACT)

Post : Head of Department

Reference HOD/DEDAT/01/2018

Centre: Kimberley

Salary: **R1 370 973.00 (All-inclusive remuneration package)**
(All-inclusive remuneration package consist of a basic salary and flexible portion structured according to personal needs, plus 10% non-pensionable Head of Department allowance.)

Requirements:

An undergraduate qualification (NQF level 7) and a post graduate qualification (NQF level 8) as recognised by SAQA backed by at least 8-10 years' experience at Senior Management level preferably in a public sector or related environment. The successful candidate will be the champion for accelerated, efficient, effective and development oriented service delivery in pursuit of the National development Plan and the Medium Term Strategic Framework.

Competencies:

Proven strategic and leadership qualities, project and financial management skills. An innovative person who will ensure the highest level of service delivery. Have excellent problem solving and analysis, people management, research, honesty, analytical thinking, integrity and empowerment skills. The successful candidate must display the highest standard of ethical and moral conduct and have the ability to communicate at all levels. A valid driver's license and computer skills, advanced knowledge of the prescripts such as the Public Finance Management Act (PFMA), Treasury Regulations, SCM policy framework, Public Service Act and Regulations is a further prerequisite

Reporting to the MEC of Finance, Economic Development and Tourism, the incumbent will function as the Head of Department with the following main functions:

- Promote and support the mining, mineral and ICT sector;
- Advise on infrastructure for economic growth;
- Facilitate the implementation of the New Growth Path and relevant outcomes;
- Promote sustainable enterprise and industry development;
- Develop and implement provincial economic policies and models;
- Identify and support high impact and sustainable investment projects that create sustainable jobs;
- Promote the development of the manufacturing sector and Increase revenue collection;
- Promote and support the SMME sector;
- Facilitate and enhance effectiveness of BBBEE policies;
- Identify and support BBBEE opportunities;
- Identify and support SMME opportunities;
- Identify and support preferential procurement initiatives and opportunities;
- Promote government economic and development policies and strategies;
- Ensure effective departmental participation in all intergovernmental forums;
- Improve access to knowledge and workforce productivity in the SMME's and Identify skills needs and provide for targeted skills development.

Inherent responsibilities as Head of Department: •Responsible for all function/duties as Head of Department in terms of the Public Service Act and the Public Service Regulations; •Develop and implement a departmental strategic plan both for the in year and the MTEF period plus 2 years; •Take all the necessary steps to ensure that the department is organized and structured in a manner that will enable the effective and efficient delivery of the Department's mandate; Responsible for all functions/duties as Accounting Officer in terms of the Public Finance Management Act and Treasury Regulations; •Monitor and ensure compliance with all applicable legislation; •Provide strategic management leadership through planning, organizing, monitoring and controlling the performance of the department.

Enquiries: Mr. Justice Bekebeke – 053 838 2600

NOTE: The NC Provincial Government is an equal opportunity, affirmative action employer, **the Premier aims to achieve gender and disability representivity at HOD level through these appointments and therefore specifically calls for suitably qualified women and persons with disability to apply.** Applications must be submitted on form Z83, obtainable from any Public Service Department and should be accompanied by certified copies of original qualifications dated not later than three (3) months and should also not be copies of certified copies as well as a comprehensive CV in order to be considered, failure to comply with these instructions will disqualify applications from being processed. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). **All shortlisted candidates will be subjected to a technical 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 a generic managerial competency assessment (in compliance with DPSA Directive on the implementation of the competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tool.**

All shortlisted candidates will further be subjected to a personnel suitability check which includes criminal record checks, verification of qualification, financial and asset record checks, previous employment verification and citizenship verification. The successful candidate will be required to enter into an annual performance agreement and will have to disclose his/her financial interest annually. As Head of Department, the successful candidate will be subject to a security vetting at top secret level.

No faxed, e-mailed or late applications will be accepted. All applicants should please note that correspondence will be limited to successful candidates only, if you have not been contacted within six (6) weeks after the closing date of this advertisements, please accept that your application was unsuccessful.

Post to

**Executive Manager
Human Resources Management
Private Bag X5016
Kimberley
8300**

Or hand deliver

**JW Sauer Building
Cnr Roper and Quinn Street
Office of the Premier
Ground Floor (Security)**

For Attention: Mr. V. Fredericks

Closing date:

16 February 2018