

MPUMALANGA PROVINCIAL GOVERNMENT





RE-ADVERTISEMENT

ALL POSTS ARE BASED IN MBOMBELA

The Office of the Premier is looking for dynamic, innovative, experienced and suitable candidates to fill the following posts, listed in the various units below.

The Office of the Premier is an equal opportunity employer. It is our intention to promote representativity in respect of race, gender and disability through the filling of these positions and that the candidature of persons, whose transfer/promotion/appointment will promote representativeness, will receive preference.

The minimum entry requirement for all Senior Management Services (SMS) posts is a Pre-entry Certificate that is obtainable through a course named Certificate for entry into SMS - and the full details can be sourced by following the link:

https://www.thensg.gov.za/training-course/sms-pre-entry-programme/_

The recommended candidates for all four posts shall be subjected to a competency assessment.

All Appointments are subject to security clearance, security vetting, employment reference checks, qualification verification and signing of performance agreement.

Successful candidates will be required to disclose their financial interests, when required.

CHIEF DIRECTOR: POLICY ANALYSIS AND RESEARCH

(Previously known as GENERAL MANAGER: **POLICY ANALYSIS AND RESEARCH)**

Ref: PAR/0TP/09/2024

Salary: An all-inclusive remuneration package of R1 436 022.00 per annum (Level 14). The successful candidate will be required to enter into a Performance Agreement with the Deputy **Director-General: Policy Research, Performance Monitoring and Evaluation**

Requirements: An appropriate Bachelor's Degree /National Diploma in Public Management or Administration (NQF level 7) or equivalent qualification (NQF level 7), with a minimum of 5 years managerial experience in a Senior Management level. Experience in macro policy, planning, policy analysis and research would be an added advantage. Knowledge of the Public Finance Management Act and Public Service Act, as well as other prescripts applicable in the Public Service.

Essential skills will include the following: • Strategic capability and leadership • Financial management

• Change management • Knowledge management • People management and empowerment • Programme and project management • Service delivery innovations • Client orientation and customer focus • Problem solving and analysis . Communications.

Duties: • Providing strategic direction and leadership in the management and coordination of the provincial policy development services; • Providing strategic direction and leadership in the management of the Macro Planning processes; • Providing strategic leadership and support in managing the development and implementation of provincial agenda; • Providing strategic direction and leadership in the management and coordination of performance information related to service delivery in the province; • Developing and maintaining sound working relations with relevant structures within the Office of the Premier and with other stakeholders, national departments,

· Presidency, other provinces, research institutions in order to effectively carry out the mandates of the chief directorate; and Managing and overseeing the effective and efficient utilization of the Chief Directorate's resources.

CHIEF DIRECTOR: PERFORMANCE MONITORING **AND EVALUATION** (Previously known as GENERAL MANAGER:

CLUSTER CO-ORDINATION)

Ref: CC/OTP/09/2024

Salary: An all-inclusive remuneration package of R1 436 022.00 per annum (Level 14). The successful candidate will be required to enter into a Performance Agreement with the Deputy Director-General: Policy Research, Performance Monitoring and Evaluation.

Requirements: • An appropriate Bachelor's Degree / National Diploma in Public Management or Administration (NQF level 7) or equivalent qualification (NQF level 7), with a minimum of 5 years managerial experience in a Senior Management level. • Experience in macro policy, planning and cluster management would be an added advantage. Knowledge of the Public Finance Management Act and Public Service Act, as well as other prescripts applicable in the Public Service.

Essential skills will include the following: • Strategic capability and leadership • Financial management
• Change management • Knowledge management

- People management and empowerment Programme
- and project management Service delivery innovations
- •Client orientation and customer focus Problem solving and analysis . Communications.

Duties: • Provide strategic advice and support to the governance and criminal justice system cluster; • Provide strategic advice and support to the economy, investment and employment cluster; • Provide strategic advice and support to the social protection, community and human development cluster; • Evaluate the developmental impact of provincial programmes; and Managing and overseeing the effective and efficient utilization of the Chief Directorate's resources.

CHIEF DIRECTOR: STRATEGIC HUMAN RESOURCES

(Previously known as GENERAL MANAGER: STRATEGIC HUMAN RESOURCE SERVICES)

Ref: SHRS/0TP/09/2024 Salary: An all-inclusive remuneration package of R1 436 022.00 per annum (Level 14). The successful candidate will be required to enter into a Performance Agreement with the Deputy **Director-General: Institutional Development** Support and Integrity Management. The shortlisted candidates will be subjected to a competency assessment.

Requirements: An appropriate Bachelor's Degree /National $Diploma\,in\,Human\,Resource\,Management, Public\,Management$ and Administration (NQF level 7) or equivalent qualification, with a minimum of 5 years managerial experience in a Senior Management level. SMS Pre-entry Certificate. Experience in the fields of human resource management, human resource development, labour relations, policy management would be an added advantage. Knowledge of the Public Finance Management Act and Public Service Act, as well as other prescripts applicable in the Public Service.

Essential skills will include the following: • Strategic capability and leadership • HR prescripts analysis

- Comprehensive report writing Financial management Change management Knowledge management
- People management and empowerment Programme and
- project management Service delivery innovations Client orientation and customer focus • Problem solving and analysis

Duties: • Provide an informed advice on HR matters to all Departments • Co-ordinate and monitor the implementation of strategic HR services for the Province • Co-ordinate and monitor the implementation and promotion of sound labour relations and discipline in the Province • Co-ordinate and monitor the implementation of organizational development and job evaluation in the Province . Co-ordinate and monitor the implementation of transversal HRM policies and guidelines · Manage human, financial and physical resources, as well as information.

CHIEF FINANCIAL OFFICER

Ref: CF0/0TP/09/2024

Salary: An all-inclusive remuneration package of R1 216 824.00 per annum (Level 13). The essful candidate will be required to enter into a Performance Agreement with the Director-General. The shortlisted candidates will be subjected to a competency assessment.

Requirements: • An appropriate Bachelor's Degree /National Diploma or equivalent qualification in Commerce - B Com in Accounting is an added advantage (NQF level 7), with a minimum of 5 years managerial experience in a Middle Management level. Extensive experience in the field of Finance. Knowledge of the Public Finance Management Act and Public Service Act, as well as other prescripts applicable in the Public Service.

Essential skills will include the following: • Strategic

- capability and leadership Financial management
 Accounting management Change management
 Knowledge management People management and
- Programme and empowerment project management Service delivery innovations Client orientation and
- customer focus Problem solving and analysis
- · Communications.

Duties: Managing compliance with requirements of the PFMA, Financial manuals and Treasury Regulations Managing the efficient, effective, economical and transparent use of resources • Designing and implementation of internal controls, including proper risk management

- Provision of timely, accurate and adequate financial and other operational information for strategic decision making purposes and preparation of strategic plans
 • Ensuring that sound systems and procedures for
- expenditure management and control are in place Ensuring that proper planning for the acquisition of assets, design and implementation of measures to protect and maintain assets
- Designing, implementation and maintenance of accounting systems to ensure complete, valid, accurate and timeous financial/non-financial information • Rendering of efficient and effective supply chain management services • Overseeing the management and monitoring of the developmental budget in support of service delivery.

NOTE: The above-mentioned posts are permanent positions and the successful candidates will be subjected to security clearance and security vetting. It must further be noted that all the above posts are being re-advertised – Previous

respondents are therefore welcome to re-apply. **Enquiries should be directed to the Acting Deputy Director:** Internal HR Management and Development - Ms SS Monareng: Tel (013) 766 2004.

Please forward your applications, quoting the relevant reference number to: The Acting Deputy Director:

Internal HR Management and Development, Ms SS Monareng, Private Bag X11291, Mbombela 1200. Physical Address: Office of the Premier, Makhonjwa Building, First Floor, Government Boulevard,

Riverside Park. E-mail address: smonareng@mpg.gov.za

Closing date: 30 September 2024