

CHIEF DIRECTOR: EPWP MONITORING AND EVALUATION

EXPANDED PUBLIC WORKS PROGRAMME (EPWP)

● **Salary:** An all inclusive salary package of R988 152 per annum (total package to be structured in accordance with the rules of the Senior Management Service)

● **Centre:** Head Office (Pretoria) ● **Ref. No.:** 2014/96

Job Purpose: To monitor the implementation of the EPWP through proper reporting as well as ensuring the integrity of programme data and evaluations according to acknowledged research evaluation methodologies.

Note: It will be expected of the successful candidate to sign a performance agreement and be subjected to security clearance.

Requirements: ● An appropriate degree or relevant Tertiary qualification in Economics, Social Sciences, Commerce, Statistics and/or Project Management or the Built Environment, together with relevant work experience ● A relevant post-graduate qualification will serve as an advantage ● Work experience relating to sound programme management, financial management, people management and stakeholder management and co-ordination especially in terms of cross-cutting programmes or spheres ● Willingness to adapt to a working schedule in accordance with office requirements ● A valid driver's licence. **Knowledge:** ● The EPWP ● Government's job creation policies and programmes ● Programme and project management ● Stakeholder management ● Monitoring and Evaluation (M&E) methods ● The Public Finance Management Act, 1999 and Government prescripts. **Skills:** ● Numerical ● Analytical ● Computer literacy ● Planning and organising ● Project management ● Problem solving ● Report writing ● Financial administration ● Presentation ● Decision making and research methodology skills.

Duties: ● Ensure an approach where evaluation and monitoring initiatives are designed, conceptualised and executed in a manner that optimises the utilisation of results ● Ensure that proper systems are in place to measure the implementation of the EPWP objectives in order to sound timely warnings, as well as to provide feedback for the planning and review of projects and policies ● Ensure an M&E framework and reporting system is in place ● Undertake a stakeholder analysis that will enhance work with key stakeholders, such as leading sector Departments at National and Provincial spheres with Municipalities and civil society stakeholders ● Build capacity in Provinces and Municipalities to ensure timely completion of EPWP quarterly monitoring reports ● Collect and collate monitoring data from different reporting agencies/bodies into EPWP quarterly reports ● Put appropriate measures in place to ensure the integrity of programme data and information ● Ensure that regular in-depth evaluation research of EPWP takes place ● Suggest improvements to monitoring and evaluation systems ● Prepare quarterly EPWP reports ● Analyse and interpret sector monitoring data reports to ensure that the programme can take forward learning across all sectors and work towards the desired, anticipated development outcomes.

Enquiries: Mr Stanley Henderson, tel. (012) 406 1405.

Note: The Department of Public Works is an equal opportunity, affirmative action employer. The intention is to promote representivity in the Public Service through the filling of this post and persons whose appointment will promote representivity 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.

Applications must be submitted on a signed Form Z83, obtainable from any Public Service department, and must be accompanied by a comprehensive CV, recently certified copies of qualifications and Identification Document. Applications not complying with the above will be disqualified. Should you not have heard from us within the next two months, please regard your application as unsuccessful.

Note: It is the responsibility of all applicants to ensure that foreign and other qualifications are evaluated by the South African Qualifications Authority (SAQA). Recognition of prior learning will only be considered upon submission of proof by candidates.

Kindly note that appointment will be subject to the verification of qualifications and a security clearance. No faxed or e-mailed applications will be accepted.

Applications, quoting the relevant reference number, should be forwarded as follows: HEAD OFFICE: The Director-General, Department of Public Works, Private Bag X65, Pretoria, 0001 or hand-deliver at Central Government Offices Building, corner Madiba (formerly Vermeulen) and Bosman Streets, Pretoria. **Attention:** Ms N. Mudau.



public works

Department:
Public Works
REPUBLIC OF SOUTH AFRICA

People with disabilities are encouraged to apply.

CLOSING DATE: 27 JUNE 2014

