

DEPUTY DIRECTOR: EPWP VUK'UPHILE LEARNERSHIP PROGRAMME

•Salary: R 726 276 per annum •Centre: Cape Town Regional Office •Ref. No.: 2016/133

REQUIREMENTS: A three year Tertiary qualifications in Construction and or Project Management or related fields with extensive relevant construction industry experience. Ability to communicate at all levels, particularly at executive level; Sound analytical and problem identification and solving skills; Ability to meet tight deadlines whilst delivering excellent results; Knowledge of project management and construction management; Knowledge of Labour-intensive methods of construction; Knowledge of the structure and functioning of the Department and government and a Valid driver's licence. Willing to travel.

DUTIES: The effective management and coordination of the Vuk'uphile Programme for particular Public Bodies. Identify and recruit potential public bodies that can partner to implement the Vuk'uphile Learnership Programme. Assist in the provision of effective mentorship to the participants in the Vuk'uphile Learnership Programme. Assist in ensuring that learnership or contractor development projects are implemented and carried out according to EPWP policies and guidelines. Compile and submit updated reports on progress made. Compile and submit contractor assessment reports. The effective monitoring and reporting on the implementation of Vuk'uphile Programme for particular participating public bodies. Assist in developing and implementation of innovative implementation, funding and quality assurance models for the Vuk'uphile Learnership Programme. Liaise with all relevant stakeholders to ensure their buy-in and participation on the Vuk'uphile Learnership Programme for particular Public bodies.

ENQUIRIES:

Mr T Mackaukau,

Tel: 012 492 1450/1/2/1467

DEPUTY DIRECTOR: EPWP TECHNICAL SUPPORT

•Salary: R 726 276 per annum •Centre: Nelspruit Regional Office •Ref. No.: 2016/134

REQUIREMENTS: A three year Tertiary qualification in Civil Engineering or related fields; The candidate must have Knowledge of construction Industry and/or project management, Experience in Labour-intensive methods of construction; Knowledge of the structure and functioning of the Department and Government; Ability to communicate at all levels; Ability to meet tight deadlines whilst delivering excellent results; Ability to work independently and Valid driver's licence. Willing to travel. Willing to adapt to a work schedule in accordance with office requirements.

DUTIES: Provision of technical support to municipalities to ensure implementation of EPWP projects in the infrastructure sector by providing assistance in the following; selection of suitable projects, design of projects promoting the use of labour-intensive methods, setting of targets, development of EPWP municipal policies. Liaison with various stakeholders like Provincial Departments of Local Government, South African Local Government Association (SALGA), Cogta and MISA to ensure that adequate technical support is provided to municipalities in the implementation of EPWP. Provide assistance to Municipalities in quarterly reporting on the EPWP reporting system. Provide assistance on the implementation of the EPWP Integrated Grant. Compilation of Provincial technical support reports.

ENQUIRIES:

Mr O Tiya, Tel: 012 492 1409

DEPUTY DIRECTOR: CONTRACTOR DEVELOPMENT INITIATIVES AND NATIONAL YOUTH SERVICE (2 POSTS)

•Salary: R 726 276 per annum •Centre: Nelspruit Regional Office •Ref. No.: 2016/135A

Pretoria Regional Office •Ref. No.: 2016/135B

REQUIREMENTS: A 3 year Tertiary Qualifications in Civil Engineering, Construction management or related fields. Experience in the construction industry and contractor development programmes. Knowledge of Project Management, Strategic Management, Stakeholder Management, Programme Management, Programme Design and Management and Developments Management. Knowledge of employment-intensive methods of construction. Knowledge of the National Youth Service programme. Knowledge of artisan development programmes. Advanced report writing skills. Communication Skills. Facilitation skills. Ability to work independently. Willing to travel. Willing to adapt work schedule in accordance with professional requirements.

DUTIES: Management and implementation of the Vuk'uphile-Building and / or Vuk'uphile Civil programmes at regional office. Management and implementation of the National Youth Service (NYS) programme. Prepare specifications for inclusion in the bills of quantities and conduct recruitment. Report work opportunities and National Youth Service participants recruited. Management and implementation of other NDPW Contractors development initiatives. Management and Implementation of the Contractor Incubator Programme (CIP) at regional office. Liaison with all relevant stakeholders to ensure their buy-in and participation in the different contractor development programmes and the National Youth Service. Compile progress reports on the different programmes being managed. Management of the budget of the component including compilation of budget reports. Co-ordinate the training and project team in the compilation of training needs. Facilitate formal training, workshops and information sessions for programmes participants.

ENQUIRIES:

Ms T Phiri, Tel: 012 406 1116

ASSISTANT DIRECTOR: EPWP TRAINING COORDINATOR (3 POSTS)

•Salary: R 389 145 per annum •Centre: Kimberley Regional Office (2 POSTS)

•Ref. No.: 2016/136A Mmabatho Regional Office •Ref. No.: 2016/136B

REQUIREMENTS: A three year Tertiary qualification within Human Resources Development / Human Resource Management / Public Management / Behavioural Sciences. Experience in Training Coordination, Social Facilitation, Supply Chain Management, Contract Management. Code 8 Drivers licence; Computer literate in Microsoft Office packages. Prepared to travel and long working hours.

KEY PURPOSE: To coordinate the training rendered in Expanded Public Works Programme within a province.

DUTIES: Facilitate training applications, coordinate and monitor implementation of training. Collect data for reporting implementation and expenditure on training. Assist in the procurement of training providers and support training providers on contractual matters. Coordinate EPWP Learning Programmes. Provide assistance in the management of budget allocated to the region.

ENQUIRIES:

Ms C Makunike, Tel: 012 492 5075

ASSISTANT DIRECTOR: EPWP MARKETING

•Salary: R 389 145 per annum •Centre: Head Office (Pretoria) •Ref. No.: 2016/137

REQUIREMENTS: A three year Tertiary qualification/ Degree in Marketing Management, Communication, Administration or related fields. Candidate must have appropriate working experience in Marketing or Communication environment. Knowledge of Public Service Regulations, PFMA, SAQA and National Treasury prescripts. In addition, a suitable candidate must have valid Driver's licence Ability to conceptualise and develop marketing strategies. Highly developed analytical and communication skills. Ability to meet tight deadlines. The incumbent must be prepared work irregular hours and travel extensively.

DUTIES: Assist with the development and implementation of the Marketing strategy for the Expanded Public Works Programme (EPWP). Responsible for all marketing needs of the EPWP, Assist with the management of campaigns, exhibitions and other marketing projects pertinent to EPWP. Provide branding material. Liaise with implementers of the EPWP and coordinate sectors communication forum. Assist with the coordination of the Ministerial and EPWP events. Procure and replenish all EPWP marketing material and liaise with service providers on various marketing activities required for EPWP. Promote EPWP brand and Corporate Identity. Monitor the compliance of Corporate Identity / Brand use guidelines. Establish and maintain relationship with key role players and stakeholders

ENQUIRIES:

Ms K Mathuloe, Tel: 012 492 1405

ASSISTANT DIRECTOR: TRAINING SUPPORT

•Salary: R 389 145 per annum •Centre: Head Office (Pretoria) •Ref. No.: 2016/138

REQUIREMENTS: A three year Tertiary qualification/Degree in financial management /administration/ accounting or equivalent; supervisory experience in Finance and Supply Chain field. Driver's license is additional advantage.

KNOWLEDGE: PFMA and National Treasury prescripts. South African Qualifications Authority (SAQA), NQF, QCTO, SETA, NSF Framework systems Skills Development Act and the National Skills Development Strategy EPWP business plan and the Training Framework SKILLS: Planning and organizing Stakeholder and client liaison. Project administration. Policy analysis. Problem Solving. Computer literacy. Analytical. Report writing. Facilitation and presentation Communication (written and verbal). Ability to work under pressure

DUTIES: The provision of technical and management support of the training funds, training providers and courses to ensure that they are in line with the requirements and standards. Administer funds and draft reports to the funder(s) as per the set timelines. Coordinate the procurement of relevant training providers who should implement training of EPWP participants across all Provinces. Provide administrative support to the contracting process of the appointed training providers; Quality assurance of invoices from the training providers to ensure correctness and timely payments. Provide technical support to regional staff and the contracted providers to facilitate compliance to the set standards and accelerate expenditure of the training funds. Effective and efficient administrative support to courses/providers databases and records management services.

ENQUIRIES:

Ms T Poole, Tel: 012 492 3082

ASSISTANT DIRECTOR: PROPERTY RIGHTS AND EXPROPRIATION

•Salary: R389, 145 per annum •Centre: Head Office (Pretoria) •Ref. No.: 2016/139

REQUIREMENTS: •A three-year tertiary qualification in Law, an additional qualification in Legislative Drafting will serve as an advantage •Extensive experience in dealing with expropriation matters, management of property rights or policy analysis •A valid driver's licence. Knowledge: •Working knowledge of legislation managed by the Department and other legislation related to Government immovable asset management and property rights management. Personal Attributes: •General research and analytical skills •Excellent communication (verbal and written) skills •Ability to interpret contracts, statutes and other legal instruments •Willingness to adapt to a work schedule in response to operational requirements •Willingness to travel.

DUTIES: •Analyse and draft property policy, guidelines and legislation •Liaise with Legal Services and other stakeholders with regard to expropriation and property rights litigation as well as drafting of legislation •Facilitate the identification, documentation and management of property rights under the custodianship of the Department, including National Government's rights and/or private property •Provide advice to Organs of State on the process and procedures in the expropriation of property •Represent the Department in various forums pertaining to the management of immovable property, rights therein and legislation thereof, including liaison with Parliament, Public Entities, other spheres of Government as well as the private sector property business community.

ENQUIRIES:

Mr J Lekala, Tel: 012 406 1567 or

Mr A Meyerling, Tel: 012 406 1566.

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 these posts 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 SAQA. Recognition of prior learning will only be considered upon submission of proof by candidates. Kindly note that appointment will be subject to verification of qualifications and a security clearance. No faxed or e-mailed applications will be accepted. Applications, quoting the relevant reference number and the centre of the post, should be submitted to the following addresses:

ALL HEAD OFFICE: The Director-General, Department of Public Works, Private Bag X65, Pretoria, 0001 or Central Government Offices Building, corner Vermeulen (Madiba) and Bosman Streets, Pretoria. Attention: Ms N.P. Mudau. **ALL PRETORIA APPLICATIONS:** The Regional Manager, Department of Public Works, Private Bag X229, Pretoria 0001 or can be hand delivered at AVN Building Cnr. Andries and Skinner Street. **ATTENTION:** Ms K. Thapane / Ms MC Lekganyane. **ALL MMABATHO APPLICATIONS:** The Regional Manager, Department of Public Works, Private Bag X120, Mmabatho 2735 or 810 Corner Albert Luthuli Drive and Maisantwa Streets, Unit 3, Mmabatho, 2735. **ATTENTION:** Mr T. Oagile. **ALL NELSPRUIT APPLICATIONS:** The Regional Manager, Department of Public Works, Private Bag X11280, Nelspruit, 1200. **ATTENTION:** Mr E Nguyuzya. **ALL CAPE TOWN APPLICATIONS:** The Regional Manager, Department of Public Works, Private Bag X9027, Cape Town, 8000. **ATTENTION:** Ms E. Booyesen or Ms N. Mtsulwana. **ALL KIMBERLEY REGIONAL OFFICE APPLICATIONS:** The Regional Manager, Department of Public Works, Private Bag X5002, Kimberley, 8301. **ATTENTION:** Ms L. Mthlala