

**DIRECTOR: CONSTRUCTION PROJECT MANAGEMENT (2 POSTS)**

**Salary Package: All Inclusive salary package of R948 174 per annum. Centre: Head Office. Ref: 2017/173.**

**REQUIREMENTS:** •An undergraduate qualification (NQF Level 7) in the Built Environment or equivalent and five years experience at middle managerial level with relevant experience in the built environment. **SKILLS:** •Management skills •Advanced report writing •Advanced communication •Language proficiency •Computer utilisation •Analytical thinking •Facilitation skills •Programme and project management skills •Conflict management •Sound analytical and problem identification and solving skills. **KNOWLEDGE:** •Client relations •Financial management •Contract management •Programme and project management •Information management •Public Finance Management Act •Technical knowledge of the built environment •Construction regulations •Political Environment •Procurement processes and systems.

**DUTIES:** •Manage the prioritisation of special and diplomatic projects of the Department •Provide inputs to Client Departments on conceptualisation of special major projects •Manage design, planning and documentation processes and milestones •Design and implement project management methodologies for the projects' life-cycle •Provide input for the Departmental strategy formulation •Manage the appointment of consultants •Manage the decentralisation of RAMP to Regional Offices •Ensure the implementation of RAMP in Regional Offices •Co-ordinate special projects in regional offices •Provide strategic support to RAMP activities •Develop a holistic maintenance on RAMP programmes •Compile a consolidated report on RAMP activities •Manage project costs to ensure the delivery of projects within costs and budget •Receive, verify, process and make recommendations regarding consultant and contractor payments •Ensure timeous payment of service providers •Manage the maintenance of data integrity on WCS •Monitor the budget and expenditures of the component •Manage, monitor and evaluate the performance on the unit •Ensure capacity and sustainability of staff of the component •Provide reports on branch performance issues.

**ENQUIRIES:** Mr W. Hlabangwane, tel. 012 406 1734.

**DIRECTOR: PROJECTS (3 POSTS)**

**Salary Package: All inclusive salary package of R948 174 per annum. Centre: Cape Town Regional Office - Ref: 2017/174 A. Umtata Regional Office - Ref: 2017/ 174 B. Nelspruit Regional Office - Ref: 2017/174 C**

**REQUIREMENTS:** •An undergraduate qualification (NQF Level 7) in the Built Environment or equivalent and five years experience at middle managerial level with relevant experience in the built environment. **SKILLS:** •Management skills •Advanced report writing •Advanced communication •Language proficiency •Computer utilisation •Analytical thinking •Facilitation skills •Programme and project management skills •Conflict management •Sound analytical and problem identification and solving skills. **KNOWLEDGE:** •Client relations •Financial management •Contract management •Programme and project management •Information management •Public Finance Management Act •Technical knowledge of the built environment •Construction regulations •Political Environment •Procurement processes and systems.

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**ENQUIRIES:** Mr W. Hlabangwane, tel. 012 406 1734.

**CHIEF CONSTRUCTION PROJECT MANAGER - GRADE A (SENIOR PROJECT MANAGER) (8 POSTS)**

**Salary: All inclusive OSD salary package of R935 172 to R1 069 272 per annum. Centre: Head Office (4 Posts) - Ref: 2017/175 A. Bloemfontein (2 Posts) - Ref: 2017/175 B. Nelspruit (2 Posts) - Ref: 2017/175 C. Pretoria (2 Posts) - Ref: 2017/175 D. Polokwane (2 Posts) - Ref: 2017/175 E. Johannesburg (2 Posts) - Ref: 2017/175 F. Durban (2 Posts) - Ref: 2017/175 G. Kimberley (2 Posts) - Ref: 2017/175 H. Mmabatho (2 Posts) - Ref: 2017/175 I. Mthata (2 Posts) - Ref: 2017/175 J. Port Elizabeth (2 Posts) - Ref: 2017/175 K. Cape Town (2 Posts) - Ref: 2017/175 L.**

**REQUIREMENTS:** •A three-year tertiary qualification in the Built Environment with a minimum of 6 years experience as a Registered Professional Construction Project Manager with the SACPCMP OR a B.Tech degree in the Built Environment with a minimum of 6 years experience as a Registered Professional Construction Project Manager with the SACPCMP OR an Honours degree in the Built Environment with a minimum of 6 years experience as a Registered Professional Construction Project Manager with the SACPCMP •A valid driver's licence •Compulsory registration with the SACPCMP as a Professional Construction Manager upon appointment •Knowledge of programme and project management, project design and analysis, legal and operational compliance, as well as the creation of a high-performance culture •Communication skills •Problem-solving and analysis skills •Decision-making skills •Conflict management skills.

**DUTIES:** •Monitor the performance of project managers under his/her supervision •Mentor, develop and offer technical support to improve performance •Manage construction projects on his/her own, ranging from large-scale capital projects to maintenance projects and service contracts •Ensure that the needs of clients are well interpreted into manageable scopes of work •Procure the services of built environment professionals through stipulated supply chain management processes •Coordinate the work of various professionals to ensure the required design and documentation quality as well as delivery is in accordance with project execution plans •Coordinate all internal resources required to ensure the bidding process for appointment of contractors •Ensure that appointed consultants manage the quality of work within their professional scope and responsibility •Ensure that contractors timeously receive all relevant specifications and details to construct •Adjudicate all applications of variation orders and extensions of time, and make recommendations to the approving authority within the Department •Process all interim monthly payments as per the conditions of contract and in line with Government's commitment to pay invoices timeously •Prepare and submit project information to be filed to the Head of Directorate •Secure all required funding for the projects through internal set processes •Ensure that project information is filed appropriately for easy access during audit •Cultivate a culture of good working relationships with fellow colleagues within the Department.

**ENQUIRIES:** Mr W. Hlabangwane, tel. 012) 406 1734.

**CONSTRUCTION PROJECT MANAGER (24 POSTS)**

**Salary: R637 875 to R782 175 all-inclusive (OSD) package per annum. Centre: Head Office (2 Posts) - Ref: 2017/176 A. Bloemfontein (2 Posts) - Ref: 2017/176 B. Nelspruit (2 Posts) - Ref: 2017/176 C. Pretoria (2 Posts) - Ref: 2017/176 D. Polokwane (2 Posts) - Ref: 2017/176 E. Johannesburg (2 Posts) - Ref: 2017/176 F. Durban (2 Posts) - Ref: 2017/176 G. Kimberley (2 Posts) - Ref: 2017/176 H. Mmabatho (2 Posts) - Ref: 2017/176 I. Mthata (2 Posts) - Ref: 2017/176 J. Port Elizabeth (2 Posts) - Ref: 2017/176 K. Cape Town (2 Posts) - Ref: 2017/176 L.**

**REQUIREMENTS:** •Relevant recognised four-year degree (B.Tech / Higher National Diploma) in any of the Built Environment disciplines (Architecture, Quantity Surveying, Engineering or Project Management) and a minimum of 2 years experience in the built environment OR a National diploma in any of the Built Environment disciplines as mentioned above with a minimum of 3 years experience in the planning and managing of projects in the built environment •Registration as a candidate with the SACPCMP •A valid driver's licence •Computer literacy •Knowledge and understanding of the following Acts: Public Finance Management Act, Occupational Health and Safety Act as well as Building Regulations and Environmental Conservation Act •Knowledge and understanding of the Government Procurement System •Good planning, financial and budget skills •Sound analytical and good written and verbal communication skills.

**DUTIES:** •Contribute to project initiation, scope definition and scope change control for envisaged projects •Full project management function, cost, quality and time control •Manage project cost estimates and control changes in line with allocated budgets •Plan and attend project meetings during the project phases •Assist with the compilation of projects

documentation to support project processes •Implement project administration processes according to Government requirements •Ensure implementation of procurement activities and adherence thereof to Government policies •Provide assistance in implementing and assuring that project execution is in accordance with the approved project norms and time schedules •Support the project environment and activities to ensure that project objectives are delivered timeously •Manage and engage in multi-disciplinary construction teams regarding the construction/maintenance of facilities.

**ENQUIRIES:** Mr W. Hlabangwane, tel. 012 406 1734.

**CHIEF CIVIL ENGINEER: PROFESSIONAL SERVICES**

**Salary: All inclusive OSD salary package of R935 172 to R1 069 272 per annum. Centre: Bloemfontein (1 Post) - Ref: 2017/177 A. Mmabatho (1 Post) - Ref: 2017/177 B. Cape Town (1 Post) - Ref: 2017/177 C. Port Elizabeth (1 Post) - Ref: 2017/177 D. Johannesburg (1 Post) - Ref: 2017/177 E. Durban (1 Post) - Ref: 2017/177 F.**

**REQUIREMENTS:** •A degree in Civil Engineering (B.Eng / B.Sc Eng) with 6 years applied postgraduate experience in various facets of Civil Engineering •Registration as a Professional Engineer with the Engineering Council of South Africa (ECISA) is essential •Proven Civil Engineering design experience •A good understanding of all relevant legislation and construction industry contracts •Well-developed attention to detail •Engineering observations and design skills •Strong analytical and built environment skills •Good communication (verbal and written) and presentation skills •Preparedness to undertake training and mentoring of subordinates and young professionals •Thorough knowledge and experience related to civil services in buildings •Knowledge of and experience in the application of the Occupational Health and Safety Act •A valid driver's licence.

**DUTIES:** •Review, analyse and evaluate civil engineering consultant's designs, tender documentation, specification drawings and details against industry best practice norms as applicable to new, rehabilitation and/or maintenance contracts •Provide technical hands-on specialised support and technical reports to project managers in evaluating effectiveness and efficiency of proposed civil engineering designs •Evaluate construction activities to conform to industry acceptable norms, standards and specifications •Review and audit final professional civil engineering accounts and construction contract final accounts •Provide technical and advisory support to bid committees during bid processes •Review and regular updating of civil engineering practice manuals for the Department •Undertake, as applicable or appropriate, design, documentation and implementation for identified projects •Provide mentorship to candidate engineers and technicians.

**ENQUIRIES:** Mr W. Hlabangwane, tel. 012 406 1734.

**CHIEF QUANTITY SURVEYOR - GRADE A**

**Salary: All-inclusive salary package of R805 806 to R921 354 per annum. Centre: Bloemfontein (1 Post) - Ref: 2017/178 A. Mmabatho (1 Post) - Ref: 2017/178 B. Kimberley (1 Post) - Ref: 2017/178 C. Cape Town (1 Post) - Ref: 2017/178 D. Durban (1 Post) - Ref: 2017/178 E. Pretoria (1 Post) - Ref: 2017/178 F.**

**REQUIREMENTS:** •A B.Sc degree in Quantity Surveying, or an equivalent qualification and Professional registration as a Professional Quantity Surveyor with the South African Council for the Quantity Surveying Profession •A minimum of 6 years post-professional registration experience, clearly demonstrating a high level of understanding and competence in all facets of the practices, construction methods and techniques and the systems applied in the full spectrum of the Quantity Surveying field •Knowledge of contract and building law to the extent applied in the profession •Quantity Surveying and planning skills and an extensive knowledge of all Quantity Surveying aspects of the building and construction environment.

**DUTIES:** •Advise on the development and maintenance of policy, methods, practices and standards on Quantity Surveying services •Provide a quality, cost control and value management service on all building related matters in the Department •Audit consultant's fee accounts •Audit progress claims and final accounts of building projects •Do estimates on building projects or design changes •Prepare reports on building costs for clients •Visit building sites to monitor progress and perform financial control •Administration and budget control in terms of Government acts and regulations.

**ENQUIRIES:** Mr W. Hlabangwane, tel. 012 406 1734.

**CHIEF MECHANICAL ENGINEER - GRADE A**

**Salary: All-inclusive OSD salary package of R935 172 to R1 069 272 per annum. Centre: Bloemfontein - Ref: 2017/179 A. Johannesburg - Ref: 2017/179 B. Mmabatho - Ref: 2017/179 C. Durban - Ref: 2017/179 D. Port Elizabeth - Ref: 2017/179 E.**

**REQUIREMENTS:** •A three-year tertiary qualification in Mechanical Engineering or equivalent qualification •Extensive relevant experience in a Mechanical Engineering environment •Registration with the Engineering Council of South Africa is compulsory as a Professional. **PERSONAL ATTRIBUTES:** •Analytical thinking •Innovative •Creative •Solution orientated •Ability to work under stressful situations •Ability to communicate at all levels •People oriented •Trustworthy •Assertive •Hardworking •Ability to work independently. **SKILLS:** •Ability to undertake critical review/analysis and provide technical advice •Ability to maintain integrity of confidential information •Financial administration •Effective verbal communication •Advanced technical report writing •Numeracy •Computer literacy •Planning and organising •Relationship management •Programme and project management •Interpersonal and diplomacy skills •Problem solving •Decision making •Motivational skills •Conflict resolution •Negotiation skills. **KNOWLEDGE:** •Mechanical Engineering best practice •Project management •Extensive knowledge of all mechanical engineering aspects of the building and construction environment •Public Finance Management Act •Occupational Health and Safety Act •Supply Chain Management •Contract Management •Registered with the Engineering Council South Africa •A valid driver's licence •Prepared to travel •Willing to adapt to a working schedule in accordance with office requirements.

**DUTIES:** •Implementation and maintenance of mechanical engineering related policies, guidelines and professional standards •Undertake research on the latest development of policies, professional guidelines and standards •Ensure that all policies, guidelines and standards implemented are aligned to the Department's strategic objectives •Undertake effective training of Project Managers on professional standards •Monitor and ensure the implementation and continuous adherence to professional guidelines and standards •Develop and maintain professional best practice parameters and quality standards •Develop and maintain manuals and guidelines on professional standards •Provide effective professional advice on mechanical engineering related projects •Advise on the designing of cost effective modification of projects •Advise on the development of projects specification and outlining of designs •Draft and manage Service Level Agreements •Brief consultants and service providers •Undertake the effective auditing of change in project costs •Effective management of the Directorate •Provide management support to the bid committee on bid processes •Provide tender specifications for development of tender documents •Ensure skills transfer and human development •Ensure effective implementation of good corporate governance •Manage all human resources allocated to the Directorate.

**ENQUIRIES:** Mr W. Hlabangwane, tel. 012 406 1734.

**CLOSING DATE: 27 OCTOBER 2017**

**Note:** All short-listed candidates will be subjected to a compulsory technical or competency-based exercise that intends to test the relevant technical elements of the job as part of the interview process. Following the technical exercise and the interview, the selection panel will identify candidates to undergo the generic management competency assessments and successful candidates must sign a performance agreement and be subjected to security clearance.

All applications, quoting the relevant reference number and the center of the post, should be submitted to: **HEAD OFFICE:** The Director-General, Department of Public Works, Private Bag X65, Pretoria 0001 or Central Government Offices Building, Corner of Vermeulen (Madiba) and Bosman Streets, Pretoria. Attention: Ms N.P. Mudau.

**Note:** 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 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 on submission of proof by candidates. Kindly note that appointment will be subject to verification of qualifications and security clearance. Faxed, e-mailed or late applications will NOT be accepted. People with disabilities are encouraged to apply.