

DIRECTOR: CONSTRUCTION PROJECT MANAGEMENT Ref No: 2019/293
SALARY: All-inclusive salary package of R1 057 326.00 per annum. (Total package to be structured in accordance with the rules of the Senior Management service)
CENTRE: Johannesburg Regional Office

REQUIREMENTS: An Undergraduate qualification (NQF level 7) in the Engineering fields, Construction Management, Architecture, Quantity Surveying or Town Planning or any built environment qualifications as recognized by SAQA. Relevant experiences in the built environment coupled with 5 years managerial experience at Middle/Senior Management level. Professional Registration in Project Management such as PMP or PRCPM will serve as an advantage. **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 and understanding of legislation pertaining to the construction industry e.g. Preferential Procurement Policy Framework Act (PPPFA). Client relations, Financial management, Contract management, Programme and project management, Information management, Public Finance Management Act, Technical knowledge of the built environment, Construction regulations, Project execution in a Political Environment, Procurement processes and systems. A valid driver's licence. Required to travel extensively.

DUTIES: Manage the prioritisation of projects of the Department. Provide inputs to Client Departments on conceptualisation of projects. Manage design, planning, 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 and contractors. Manage the decentralisation of RAMP to Regional Offices. Ensure the implementation of RAMP in Regional Offices. Co-ordinate project implementation 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 payment of service providers. Manage the maintenance of data integrity on WCS. Monitor the budget and expenditures. Manage, monitor and evaluate the performance of projects. Ensure capacity and sustainability of human resources. Provide reports on branch performance issues.

ENQUIRIES: Mr B Mokotho, tel. (012) 406 1995

DIRECTOR: USER MANAGEMENT (SAPS & IPID) REF NO: 2019/294

SALARY: All-inclusive salary package of R1 057 326.00 per annum. (Total package to be structured in accordance with the rules of the Senior Management service)
CENTRE: Head Office

REQUIREMENTS: An Undergraduate qualification NQF 7 in Business Management, Asset/Property Management or related built environment, 5 years Middle/Senior Management experience in the relevant field. **LEARNING FIELDS:** Asset Management, Financial management and administration, Procurement and provisioning, Project/Programme management. **KNOWLEDGE:** Departments' Asset Management Policies, Programme and Project Management, Property Charter, Expropriation Bill, Land Development Act, GIAMA, JIPSA, ASGISA, Framework for Supply Chain Management, Public Finance Management Act, Treasury Regulations (MTEF), Preferential Procurement Policy Framework Act, Black Economic Empowerment Act, Occupational Health and Safety Act, Public Service Act, Public Service Regulations and other relevant legislation.

SKILLS: Leadership and management skills, Good customer relations, Advanced report writing, Advanced communication, Language proficiency, Computer utilisation, Analytical thinking, Strategic planning, Conflict management, Sound analytical and problem identification and solving skills, Organizing and planning, Policy formulation, Decision making skills, Motivational skills, Numeracy, Advanced interpersonal and diplomacy skills.

PERSONAL ATTRIBUTES: Ability to interact with clients and stakeholders in professional and assertive manner, high ethical standards, able to conduct business with integrity and in a fair and reasonable manner, ability to promote mutual trust and respect, innovative, creative, solution orientated – ability to design ideas without direction, people orientated, hard-working, highly motivated, ability to work effectively and efficiently under sustained pressure, ability to meet tight deadlines whilst delivering excellent results. Willing to adapt work schedule in accordance with professional requirements; Prepared to travel

DUTIES: The effective coordination of all activities aimed at providing suitable accommodation to SAPS&IPID and facilitate the improvement of services delivery -undertake a study on client department's needs; facilitate feasibility study reports which includes research on latest property trends and align with client departments needs; conceptualise and plan the provision of accommodation to client department; contribute to the development, facilitation and implementation of User Demand Management business processes within the directorate; ensure that processes are aligned and are

aimed at delivering component strategic objectives and service delivery initiatives; support the development of service delivery standard that will culminate into service level agreements; ensure the effective and efficient service delivery project and programme management; monitor and implement measurers for effective and efficient service delivery; develop intervention mechanism to address clients' needs. The effective management and implementation of good corporate governance within User Demand Management component- effectively manage directorates' budget inputs and allocations; oversee the monitoring of directorates' expenditure against allocations; oversee the effective and efficient administration of damaged and lost assets related to the directorate; ensure that all financial transactions comply with Treasury Regulations; provide advice to the Chief Financial Officer and Accounting Officer on financial management related matters; report any breach or failure to comply with any financial and cooperate governance guidelines and frameworks. The provision of management support on departments contribution to government headed projects and programmes-oversee the promotion, establishment and implementation of best practice plans on immovable asset management; manage the promotion of property lifecycle planning culture; oversee the marketing and implementation of BEE policies and practices; manage the departments contribution on asset management to developing governments; manage the recruitment of interns, learners and facilitate skill exchange/transfer programmes; manage the promotion of skills development initiatives. The effective management of User Demand Management directorate-ensure that the directorate complies with the Medium Term Expenditure Framework; manage the effective and efficient implementation and maintenance of risk management processes on immovable property; undertake key account management of immovable properties entrusted with the directorate; maintain conducive professional relationships with stakeholders and clients; establish and maintain good working relations with all stakeholders and client departments; control and manage human, financial and physical assets attached to the directorate

ENQUIRIES: Mr B Kgasoaane, Tel: 012 406 2020

CHIEF ENGINEER GRADE A: MECHANICAL REF NO: 2019/295

SALARY: R1 042 827 to R1 978 146 per annum (all-inclusive (OSD) package)
CENTRE: Durban Regional Office

REQUIREMENTS: Engineering Degree (B Eng/ BSC (Eng) or equivalent qualification with a minimum of 6 years' post qualification experience required as a Registered Professional Engineer. A valid driver's license. Compulsory registration with ECSA as a Professional Engineer. Knowledge of programme and project management, project design and analysis, legal and operational compliance, as well as the creation of 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 the clients are well interpreted into manageable scopes of work. Procure the services of built environment professionals through stipulated supply chain management process. 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 timely receive all relevant specification and details to construct. Adjudicate all applications of contract 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 the Government's commitment to pay invoices timely. Prepare and submit project information to be filled to the Head of Directorate. Ensure that project information is filed appropriately for easy access during audit. Cultivate a culture for good working relationships with fellow colleagues within the Department.

ENQUIRIES: Mr KB Mbhele, Tel no: (031) 314 7000

CHIEF CONSTRUCTION PROJECT MANAGER GRADE A REF NO: 2019/296 (SENIOR PROJECT MANAGER)

SALARY: All-inclusive OSD Package of R1 042 827.00 to R1 192 365.00 Per annum

CENTRE: Cape Town Regional Office REF 2019/296 A Port Elizabeth Regional Office REF 2019/296 B

REQUIREMENTS: A National Higher Diploma 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. A valid driver's license. 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 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 the clients are well interpreted into manageable scopes of work. Procure the services of built environment professionals through stipulated supply chain management process. 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 timely 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 the Government's commitment to pay invoices timely. Prepare and submit project information to be filled 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 for good working relationships with fellow colleagues within the Department.

ENQUIRIES: Ms T Kolele, tel: (021) 402 2963 Mr JG Van Der Walt, tel: (041)408 2003

CHIEF QUANTITY SURVEYOR - GRADE A

SALARY: All-inclusive salary package of R 854 154 to R 976 635 per annum.
CENTRE: Johannesburg Regional Office REF NO: 2019/297A Cape Town Regional Office REF NO: 2019/297B

REQUIREMENTS: A Degree in Quantity Surveying qualification or relevant qualification and Compulsory registration with the SACQSP as a Professional Quantity Surveyor. A minimum of 6 years post qualification experience required, a valid driver's licence. 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: Johannesburg, Mr M Mudau tel. (011) 713 6024

ENQUIRIES: Cape Town, Ms T Kolele tel: (021) 402 2963

The Department of Public Works is an equal opportunity, affirmative action employer. The intention is to promote representativity in the Public Service through the filling of these posts and with persons whose appointment will promote representativity, will receive preference.

ADDRESSES: All application directed to Cape Town send to,

Private Bag X9027 8000
All applications directed to Head Office, send to, Private Bag 65 Pretoria 001

All applications directed to JOHANNESBURG, send to, Private Bag X3 Bramfontein 2017

All applications directed to PORT ELIZABETH, send to, Private Bag X3913 North End

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. People with disabilities are encouraged to apply. 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 (within 3 months) copies of qualifications (matric certificate, qualifications), a valid Driver's Licence (where required) and an 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 a security clearance. Faxed, e-mailed or late applications will NOT be accepted. People with disabilities are encouraged to apply.

NOTE: All shortlisted 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 candidate to sign a performance agreement and be subjected to security clearance.

CLOSING DATE: 06 DECEMBER 2019

