

**CHIEF CONSTRUCTION PROJECT MANAGER GRADE A
(SENIOR PROJECT MANAGER) (X7 POSTS) REF NO: 2019/168**
SALARY: All-inclusive OSD Package of R1 042 827.00 to R1 192 365.00 Per annum
CENTRE: Cape Town Regional Office

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. 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 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 the 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 for good working relationships with fellow colleagues within the Department.

ENQUIRIES: Ms. T Kolele, tel: (021) 402 2063.

**DIRECTOR, PORTFOLIO PERFORMANCE AND MONITORING, (DEPARTMENT OF
CORRECTIONAL SERVICES AND DAFF) (X2 POSTS) RE-ADVERT (PEOPLE WHO PREVIOUSLY
APPLIED ARE ENCOURAGED TO RE-APPLY) REF NO: 2019/169**

SALARY: All-inclusive salary package of R1 005 063.00 per annum (Total package to be structured in accordance with the rules of the Senior Management Service)
CENTRE: Head Office (Pretoria)

REQUIREMENTS: An undergraduate qualification (NQF Level 7) in property/Asset management, construction or related field and five (5) years' experiences at Middle/ Senior management level. Knowledge: Asset management, Property management, public finance management act, treasury regulations, property related legislations, market trends, construction industry, state property management acts, by-laws and ordinances, contract management, financial management, corporate governance and project management. Skills: computer literacy, facilitation skills, good communication skills, ability to work under stressful conditions. Ability to adapt in accordance to office requirements. Willing to travel. A valid driver's license.

DUTIES: The incumbent will be responsible for immoveable asset management functions within the department with the following key results areas in accordance with approved strategic plan, annual performance plan and business plan: oversee the development and review of property strategies. Develop and review of custodian Asset (immovable) management plans. Develop infrastructure implementation programmes to address user departments and custordians accommodation requirements. Programme management of infrastructure implementation programs. Facilitate the assessments of the performance of immovable assets. Prioritise investment solutions in line with life cycle asset (immovable) management principles. Ensure that the budget framework is in line with Medium Term Expenditure Framework. Exercise custodial activities on immovable assets. Develop immovable asset management policies, strategies and guidelines. Manage the identification, evaluation and management and implementation control of risks. Manage asset performance reports. Ensure optimal utilization and performance of assets. Provide management support to the unit/section

ENQUIRIES: Ms M Tshabalala tel: 012 406 1915

CONSTRUCTION PROJECT MANAGER (X2 POSTS) REF NO: 2019/170

SALARY: R679 338 to R728 400 all-inclusive (OSD) package per annum
CENTRE: Cape Town Regional Office

REQUIREMENTS: A National Higher Diploma (Built Environment Field) with a minimum of four years (4) and six (6) months certified experience, B-Tech (Built Environment field) with a minimum of four (4) years certified managerial experience, Honours Degree in any Built environment field with a minimum of three (3) years' experience, Compulsory registration with the SACPCMP as a Professional Construction Manager, A valid driver's license, 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; Knowledge and understanding of the JBCC and GCC form of contract.

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; Ensure that construction projects are implemented and executed as envisaged in the acquisition/procurement plan and that high quality projects are delivered within time, cost and quality framework.

ENQUIRIES: Ms. T Kolele, tel: (021) 402 2063.

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 copies of qualifications 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

ALL APPLICATIONS: The Director General, private bag x65 Pretoria 0001 or hand delivery to Cnr Bosman and Madiba Attention: Ms NP Mudau

ALL APPLICATIONS: The Regional Manager: Cape Town Regional Office, Private Bag x9027, Cape Town, 8000 9th floor, 1 Lwr Heerengracht, Customs Building, Foreshore Cape Town, Attention Ms N Mtsulwana.

CLOSING DATE: 19 JULY 2019 AT 16H00

