

DEPARTMENT OF PUBLIC WORKS

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.



- APPLICATIONS** : The Director-General, Department of Public Works Private Bag X65, Pretoria, 0001 or Hand delivered at, Corner Madiba (Vermeulen) and Bosman Street, Central Government Offices Building, Pretoria,
- FOR ATTENTION** : Ms N.P Mudau
- CLOSING DATE** : 05 April 2019 at 16H00
- 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.

MANAGEMENT ECHELON

- POST 11/45** : **CHIEF DIRECTOR: PLANNING AND PRECINCT DEVELOPMENT REF NO: 2019/60**
(This position is being re-advertised and candidates who previously applied are encouraged to re-apply)
- SALARY** : R1 189 338 per annum (All-inclusive salary package) (Total package to be structured in accordance with the rules of the Senior Management Services)
- CENTRE** : Head Office (Pretoria)
- REQUIREMENTS** : Undergraduate qualification (NQF level 7) in Town Planning, Quantity Surveying, Architecture, and Construction. Management experience as a professional Town Planner, Quantity Surveyor, Architect, Construction Project Manager or Civil Engineer with extensive managerial experience in the built environment, 5 years' experience at a Senior Management level, Relevant professional council registration with at least 10 years' applied post-registration experience in relevant afore-mentioned disciplines, proven property development skills of 5 years is a prerequisite. Skills: Programme and project management, Financial management, Sound analytical, Strategic planning, Legal compliance, Management, Interpersonal, Communication, Report writing and presentation, Computer literacy, Valid driver's license. Knowledge: Proper understanding of Spatial and Land Use Management Environment, Experience in property development, economics and financial feasibilities will be an added advantage, Understanding of Government Development Plans and Programmes, Knowledge of governance and administration prescripts of government.
- DUTIES** : The main purpose of the position is to strategically plan and develop integrated precincts in urban and rural areas for improved government accommodation and enhanced service delivery in close collaboration with relevant spheres of government. The incumbent will be responsible for: Stakeholder engagement to ensure alignment to IDPS and SDFS for integrated development. Developing and packaging project solutions from planning to inception phase and programme managing precinct delivery. Providing strategic leadership in enhancing the planning for accommodation as per GIAMA Framework and developing and

		implementing policies and guidelines to support precinct development. Developing and managing all strategic plans as well as business plans deliverables of the Division. Managing all personnel and professionals in the Division ensuring optimum performance.
<u>ENQUIRIES</u>	:	Mrs Sasa Subban Tel No: (012) 4061790
<u>POST 11/46</u>	:	<u>CHIEF DIRECTOR: FACILITIES PROGRAMME MANAGEMENT REF NO: 2019/61</u> (This position is being re-advertised and candidates who previously applied are encouraged to re-apply)
<u>SALARY</u>	:	R1 189 338 per annum (All-inclusive salary package) (Total package to be structured in accordance with the rules of the Senior Management Services)
<u>CENTRE</u>	:	Head Office (Pretoria)
<u>REQUIREMENTS</u>	:	Undergraduate qualification (NQF level 7) or equivalent plus 5 years senior management experience in the relevant field (Property Management / Facility) Knowledge: Framework for supply chain management, Structure and functioning of the Department, Business functions and processes of the Department, Supply Chain Management, GIAMA, IDMS, Asset Management, Public Finance Management Act, Treasury Regulations and Public Service Act and Regulations. Skills: Strategic capability and leadership. Programme and project management. Information and Knowledge management. Policy analysis and development. Client orientation and customer focus. Stakeholder management. Planning and coordination. Presentation and facilitation. Quality management. Ability to handle confidential information. Ability to work independently. Ability to work under pressure. A Valid Driver's license.
<u>DUTIES</u>	:	Lead the development of facilities management contracts:-Oversee the development of facilities contract management guidelines, norms & standard, policies and strategies to ensure compliance with procurement procedures and legislation; Oversee the preparation, analysis, negotiation and review of contracts for facilities management services; Oversee the development of service level agreement and key performance indicators for facilities management contracts; Lead the development of technical specifications and standards for technical contracts:- Oversee the development of User Asset Management Plans (U-AMP); Oversee the development of strategies, policies and master portfolio; Ensure liaising with external service providers with regard to new technologies; Oversee the development of templates and forms for regional offices; training manuals; engineering procedures & standards and engineering specifications; Ensure the development and implementation of systems for management of maintenance. Lead the implementation of facilities management & maintenance services: Ensure the development and implementation of policies and strategies; Oversee the implementation of facilities managements minor and major maintenance projects; Ensure the development and implementation of monitoring of quality standards of all projects; Develop and coordinate the implementation of schedule for on-going planned maintenance across asset portfolio.
<u>ENQUIRIES</u>	:	Ms N Makhubele Tel No: (012) 406 1623.

OTHER POST

<u>POST 11/47</u>	:	<u>ASSISTANT DIRECTOR: VALUATION SERVICES REF NO: 2019/62</u>
<u>SALARY</u>	:	R444 693 per annum
<u>CENTRE</u>	:	Head Office: Pretoria
<u>REQUIREMENTS</u>	:	A three year tertiary qualification in Real Estate (Property Valuation) with appropriate and relevant experience in property Valuations. Must be Registered with The South African Council for Property Valuers Profession in terms of the Property Valuers Profession Act, 2000 (Act 47 of 2000) as a Professional Valuer or Professional Associated Valuer. A valid unendorsed driver's license. Knowledge of valuation of various types of properties and applicable legislation such as: PFMA, PVA, GIAMA, MPRA, Expropriation Act 63 of 1975 (as amended) and Act 108 of 1996 (Constitution). Effective communication, Project planning, Advance report writing, Computer literacy, Planning and organizing, Diplomacy,

Interpersonal problem solving and presentation skills, Innovative, Creative, Hardworking, Self-motivated, Ability to work under pressure, Ability to communicate at all levels, Analytical thinking, Conflict resolution and Self Starter. Willingness to work longer hours and adapt to work schedules in accordance with professional requirements.

DUTIES

- : Assist in the managerial functions and conduct valuation of various properties as delegated by the Director. Submit Valuation reports to the Land Affairs Board for assessment, ratification and liaise with the Board on valuation matters. Assist in reviewing and contesting municipal valuations on state owned properties, lodge objections where necessary to enable savings on municipal rates levied. Assist in driving the mentorship programme for candidate valuers and associated initiatives. Promote the interest of the valuer's profession in general.

ENQUIRIES

- : Mr. H Ndlovu Tel No: (012) 406 1888