PUBLIC SERVICE VACANCY CIRCULAR

PUBLICATION NO 26 OF 2019
DATE ISSUED: 19 JULY 2019

1. Introduction

1.1 This Circular is, except during December, published on a weekly basis and contains the advertisements of vacant posts and jobs in Public Service departments.

1.2 Although the Circular is issued by the Department of Public Service and Administration, the Department is not responsible for the content of the advertisements. Enquiries about an advertisement must be addressed to the relevant advertising department.

2. Directions to candidates

2.1 Applications on form Z83 with full particulars of the applicants’ training, qualifications, competencies, knowledge and experience (on a separate sheet if necessary or a CV) must be forwarded to the department in which the vacancy/vacancies exist(s).

2.2 Applicants must indicate the reference number of the vacancy in their applications.

2.3 Applicants requiring additional information regarding an advertised post must direct their enquiries to the department where the vacancy exists. The Department of Public Service and Administration must not be approached for such information.

2.4 It must be ensured that applications reach the relevant advertising departments on or before the applicable closing dates.

3. Directions to departments

3.1 The contents of this Circular must be brought to the attention of all employees.

3.2 It must be ensured that employees declared in excess are informed of the advertised vacancies. Potential candidates from the excess group must be assisted in applying timeously for vacancies and attending where applicable, interviews.

3.3 Where vacancies have been identified to promote representativeness, the provisions of sections 15 (affirmative action measures) and 20 (employment equity plan) of the Employment Equity Act, 1998 should be applied. Advertisements for such vacancies should state that it is intended to promote representativeness through the filling of the vacancy and that the candidature of persons whose transfer/appointment will promote representativeness, will receive preference.

3.4 Candidates must be assessed and selected in accordance with the relevant measures that apply to employment in the Public Service.

AMENDMENTS:

DEPARTMENT OF PUBLIC ENTERPRISES: Kindly note that the post of Director-General with Ref No: DPE/2019/010 advertised in the Public Service Vacancy Circular 25 dated 12 July 2019 was advertised with incorrect salary scale, the correct salary scale is R1 978 353 per annum. Enquiries: Ms Henriette Strauss, Tel (012) 431 1222. We apologies for any inconvenience caused.

DEPARTMENT OF PUBLIC WORKS: Kindly note that the post of Assistant Director: Movable Assets Management with Ref No: 2019/153 (X1 Post). Nelspruit advertised in Public Service Vacancy Circular 23 dated 28 June 2019 has been withdrawn.

GAUTENG: DEPARTMENT OF SOCIAL DEVELOPMENT: Kindly note that the post of Assistant Director: Information and Knowledge Management Systems with Ref No: SD/2019/07/03 advertised in Public Service Vacancy Circular 24 dated 19 July 2019, the closing date has been extended to the 02 August 2019.

KZN: PROVINCIAL TREASURY: Kindly note that the post of Assistant Director: BAS with Ref No: KZN PT 19/20 advertised in the Public Service Vacancy circular 20 dated 07 June 2019, the requirement has been amended as follows: A NOF level 7 Degree or NOF level 6 National Diploma in Financial Information Systems or any Financial or Accounting related field that was The applicants who previously applied are encouraged to re-apply if they still meet the requirements, and the closing date has been extended to 02 August 2019. Sorry for the inconvenience.