

DEPARTMENT OF EDUCATION

District Director

Ngaka Modiri Molema District Services

All-inclusive remuneration package: R1 057 326 per annum (SL13)

• Ref No: K31320/1 • Mahikeng

Requirements: • An undergraduate qualification (NQF level 7) as recognised by SAQA (Bachelor's degree in Education/Business Management/Public Administration) • 5 years' experience at a middle/senior managerial level in the spheres of Education management, Institutional support and Education assessment • A valid driver's license.

In-depth knowledge of: • The Public Sector and its regulatory and legislative framework • Education and school management regulatory and legislative framework • Education management principles, methodologies and procedures • The Public Sector management reporting requirements • The Walker, BAS and PERSAL systems.

Core management competencies: • Strategic capability and leadership • Financial management • People management and empowerment • Communication skills • Client orientation and customer focus • Proven management skills and a track record in the preparation, implementation and management of operational and financial plans and projects • The ability to design and implement internal systems and controls to ensure sound institutional administration, management, governance and support.

Key performance areas include, inter alia: • District office governance, management and control • Curriculum support and delivery • Institutional administration and support • District learner support services • District HR management services • District financial management • District Corporate support services • District Sport and Recreation • District liaison, collaboration and reporting.

NB. This post is being re-advertised and everybody who has previously applied, Must re-apply.

Enquiries: Mr GR Molema, tel.(018) 388 1080/1479

Quantity Surveyor (OSD) X 3 Posts

Salary: R618 732 – R939 621 per annum (TCE Package)

(The Department will determine the salary notch based on years of experience post professional registration)

• Ref No: K31320/2 • Mmabatho

Requirements: • B degree in Quantity Surveying or equivalent • Registration with the SACQSP as Professional Quantity Surveyor • 3 years' post-qualification experience • A valid driver's licence.

Key performance areas: • Customise quantity surveying and cost norms/standards for all schools • Determine quantity surveying policies, plans, procedures and criteria for all infrastructure projects and programmes • Contribute to project briefing documents, costing models and operating narratives • Make inputs to the User Asset Management, Project lists and Budget • Undertake research.

Enquiries: Messrs DN Sefanyetso/MPS Makwela, tel. (018) 389 8055/8063/8072

General Instructions

Note the above SMS post: Short-listed candidates will be subjected to a security clearance and competency test. It will be required of the successful candidate to sign a performance agreement. In terms of the Departmental Equity Plan, females and persons with disabilities will receive preference. The Department is an equal opportunity, affirmative action employer. It is our intention to promote gender and disability in the Department through the filling of these posts.

Candidates whose transfer/promotion/appointment will promote the aforementioned will receive preference. A clear indication in this regard will facilitate the processing of applications. Correctly completed and signed applications must be submitted on the Z83 Form, obtainable from any Public Service Department and be accompanied by certified copies of formal qualifications, ID and comprehensive Curriculum Vitae (which must include a minimum of 3 referees)

Applications should be forwarded to the Superintendent-General, Department of Education, Private Bag X2044, Mmabatho 2735, for attention: Directorate: HRM, Auxiliary Services Building (Block C - Old Mmabatho High Hostels), Office Numbers C22 - 25 (Ms G L Moumakoe, Mr T Motsusi, Ms J Setzin) First Floor, Chief Albert Luthuli Drive, tel. (018) 388 4011/4016/2088/2165

Applications with incorrect information and/or those received after the closing date indicated below will, as a rule, not be accepted. Due to the large number of applications we envisage to receive, applications will not be acknowledged. You may, however, contact the relevant enquiries person to confirm if your application has been received. If you do not receive any response from us within 90 days of the closing date, please accept that your application was unsuccessful.

The Department reserves the right not to make any appointments to the advertised posts.

Closing date: 29 November 2019

(Posted applications must have reached the Department by 16:30 on this date, otherwise they will not be considered).



education

Lefapha la Thuto la Bokone Bophirima
Noordwes Departement van Onderwys
North West Department of Education
NORTH WEST PROVINCE