



human settlements

**Department:
Human Settlements
PROVINCE OF KWAZULU-NATAL**

DIRECTOR: RENTAL HOUSING TRIBUNAL

(LEVEL 13)

SALARY: R 1 057 326 PER ANNUM (All-inclusive package)

CENTRE: DURBAN

Reference Number: D: RHT-07/2019

Requirements: Applicants must be in possession of a Degree or NQF Level 7as recognised by SAQA in LLB or equivalent qualification coupled with 5 years relevant middle management experience in providing administrative and technical service to the relevant statutory body, relevant experience in management of complainants, court processes or Tribunal work. Post graduate qualification in dispute resolution and/or conflict management will serve as an added advantage. A valid driver's license.

All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA competency based assessments). The competency assessment will be testing generic managerial competencies using mandated DPSA SMS competency assessment tool.

Knowledge, Skills and Competencies: Broad knowledge of Housing Act, policies and practices; Understanding of Housing Acts and policy prescripts; Computer based housing act and policy information systems; Knowledge of Public Service reporting procedures; Knowledge of Rental Housing Act; Knowledge of Promotion of Administrative Justice Act; Knowledge of the Constitution of RSA; Knowledge of Housing Consumer Protection Measures Act 95 of 1998; Knowledge of Sectional Titles Act, 1986(95 of 1986) as amended by Act 24&29 of 2003); Knowledge of Prevention of Illegal Eviction and Unlawful Occupation of Land Act 19 of 1998; Knowledge of Rental Housing Regulations and Practices; Analytical skills; Financial management skills; Risk management skills; Facilitation skills; Strategic planning skills; Computer Literacy skills; Writing and communication skills; Driving skills; Conflict management skills; Leadership skills; Project management skills; Negotiation skills; Interpretation skills; Motivation skills; Influencing skills and Interpersonal relations skills.

The successful candidate will perform the following Key Performance Areas:

*Manage the implementation of the rental housing act in the province; *Manage the promotion of the rental tribunal throughout the province; *Manage and advise on complaints management processes in respect of residential properties; *Manage the effective utilization of human and financial resources of the directorate.

Enquiries related to the above-mentioned post can be directed to: Mr. MOS Zungu at 033 392 6434.

This is a re-advertisement; applicants who are still interested must re-apply.

DIRECTOR: PRIORITY PROGRAMMES (5- YEAR CONTRACT)

(LEVEL 13)

SALARY: R 1 057 326 PER ANNUM (All-inclusive package)

CENTRE: PIETERMARITZBURG

Reference Number: D: SP-07/2019

Requirements: Applicants must be in possession of a Degree or NQF Level 7 as recognised by SAQA in Project Management or equivalent qualification coupled with 5 years relevant middle management experience in Priority Programmes such as EPWP, OSS/Disaster Management and Military Veterans. A valid driver's license.

All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA competency based assessments). The competency assessment will be testing generic managerial competencies using mandated DPSA SMS competency assessment tool.

Knowledge, Skills and Competencies: Extensive knowledge of government, coordination, integration and Expanded Public Works Programme; Knowledge of housing Acts and understanding of various relevant Acts ; PFMA,PSA, Skills Development Acts, LRA, EEA,BCEA, Housing code,GIAMA, HRM prescripts and interpretation of relevant legislation; Knowledge of various administration policies and guidelines that govern public administration; Knowledge and understanding of EPWP policies and other programmes.; Knowledge of labour intensive technologies and skills development strategies ; Public service reporting procedure and working environment; Programme and project management skill; Financial management skills, Strategic planning skills, Problem solving skills ;Presentation skills; Policy formulation skills; research skills; Negotiation skills; Facilitations skills ; Technical skills; Conflict management skills; Communication skills; Interpersonal Relations skills; Interpretation skills; Analytical skills; Computer Literacy and time management skills and Driving skills.

The successful candidate will perform the following key Performance Areas:

*Manage and facilitate the implementation of Operation Sukuma Sakhe / disaster housing projects throughout the province; *Co-ordinates the department's participation in Operation Sukuma Sakhe structures at Provincial , District and Local Municipal level throughout the province; *Manage and facilitate the implementation of military veterans housing programmes; *Manage and facilitate the implementation of EPWP programmes in the province; *Manage the overall financial performance of the directorate; *Provide regular progress reports about the overall performance of each programme within the directorate; *Provide input to the departmental policy formulation sessions/ processes aimed at improving service delivery and good governance; *Co-ordinate and facilitate development of Business Plans for each programme within the directorate on a yearly basis; *Manage risks associated with the implementation of each programme within the directorate.

Enquiries related to the above-mentioned post can be directed to: Mr. MOS Zungu at 033 392 6434.

This is a re-advertisement; applicants who are still interested must re-apply.

**DIRECTOR: TITILE DEEDS RESTORATION PROGRAMMES
(3 YEAR CONTRACT)**

(LEVEL 13)

SALARY: R 1 057 326 PER ANNUM (All-inclusive package)

CENTRE: DURBAN

Reference Number: D: TDP -07/2019

Requirements: Applicants must be in possession of a Degree or NQF Level 7 as recognised by SAQA in Project Management or equivalent qualification coupled with 5 years relevant middle management experience /Senior Managerial Level in Building and Construction Management Environment. A valid driver's license.

All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA competency based assessments). The competency assessment will be testing generic managerial competencies using mandated DPSA SMS competency assessment tool.

Knowledge, Skills and Competencies: Extensive knowledge of government, co-ordination, integration and Knowledge of housing Acts, Knowledge of Project and Professional Judgement, Computer-aided engineering and project application and understanding of various relevant Acts ; PFMA,PSA, Land Administration Acts,

Sectional Title Acts, Promotion of access to information Acts, National Housing Code, GIAMA, HRM prescripts and interpretation of relevant legislation; Knowledge of various administration policies and guidelines that govern public administration; Knowledge and understanding of TRP policies and other programmes; Knowledge of Public service reporting procedure and working environment; Programme and project management skill; Financial management skills, Strategic planning skills, Problem solving skills ;Presentation skills; Negotiation skills; Facilitations skills ; Technical skills; Conflict management skills; Communication skills; Interpersonal Relations skills; influencing skills, Interpretation skills; Analytical skills; Computer Literacy and time management skills and Driving skills.

The successful candidate will perform the following key Performance Areas:

*Co-ordinate all project that require title deeds restoration in partnership with regional office and other relevant critical role players in the process of analysis effectiveness; *Maintain project operational effectiveness; *Financial management; *Co-ordinate and facilitate development of Business Plans for title deeds restoration programme within the directorate on a yearly basis; *Governance and manage risks associated with the implementation of programme within the directorates. Manage effective utilization of human resources

Enquiries related to the above-mentioned post can be directed to: Mr. MOS Zungu at 033 392 6434.

This is a re-advertisement; applicants who are still interested must re-apply.

DIRECTOR: PLANNING

(LEVEL 13)

SALARY: R 1 057 326 PER ANNUM (All-inclusive package)

CENTRE: DURBAN

Reference Number: D: PD-07/2019

Requirements: Applicants must be in possession of a Degree or NQF Level 7as recognised by SAQA in Planning and Development plus 5 years middle management experience. A valid driver's license.

All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA competency based assessments). The competency assessment will be testing generic managerial competencies using mandated DPSA SMS competency assessment tool.

Knowledge, Skills and Competencies: Knowledge of policy development; Knowledge of computer applications; Knowledge of municipal operations; Extensive knowledge of housing policies; Extensive knowledge of planning legislation and processes; Knowledge of Human Resource Practices; Understanding of the constitution of RSA; Knowledge of the legislative framework that governs the operation of Public Service; Knowledge of KZN Land Administration Act 2003; Understanding of Expropriation Acts 63 of 1973, Deeds Registration Act 47 of 1937 and Housing Acts; Knowledge of Law of Contract; Knowledge on Legal interpretation; Understanding of the Public Service Act and Public Service Regulations; Knowledge of PFMA; Financial management skills; Project Management skills; Contract administration skills; Communication skills (written & verbal); Computer skills; Problem solving skills; Conflict resolution skills; Facilitation skills; Interpersonal skills; Presentation skills; Research skills (quantitative & qualitative); Analysis skills; Negotiation skills; Driving; Influencing skills; Motivation skills; Time management skills; Client focus skills; Service oriented; Willing to learn and travelling; Team building; Independent; Client/customer focus (both internal & external); Working under pressure; Flexible and open to challenge; Integrity; Quick thinker.

The successful candidate will perform the following Key Performance Areas:

*Provide land legal and administration support for Housing Development; *Manage the planning and geographical information system support in the department; *Research, Develop and Implementation policies, procedures and strategies; *Manage effective and efficient utilization of human and financial resources of the directorate.

Enquiries related to the above-mentioned post can be directed to: Mr. MOS Zungu at 033 392 6434.

This is a re-advertisement; applicants who are still interested must re-apply.

CLOSING DATE: 16 AUGUST 2019

NOTE

:Applications must be submitted on the prescribed applications form signed Z83 application form (which must be originally signed) and must be accompanied by a detailed CV and originally certified copies, not older than 3 months (not copies of certified copies) of required educational qualifications set out in the advertisement (certificates are required, however, if a certificate is only to be issued at a graduation in the future, the statement of results, together with a letter from the educational institution, indicating the date of the graduation, will be accepted), identity document as well as a valid driver's license (where a driver's license is a requirement). Failure to comply with these instructions will lead to applications being disqualified. Should an applicant wish to apply for more than one post, separate applications i.e. all the documents must be submitted for each post applied for. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Under no circumstances will faxed or e-mailed applications be accepted. Receipt of applications will not be acknowledged and applicants who have not received an invitation to attend an interview within three (3) months of the closing date should assume that their application was unsuccessful. Please note that where experience is a requirement for the post, the successful candidate will be required to submit documentary proof of such work experience prior to assuming duty. A personnel suitability check (criminal record, citizenship, credit record checks, qualification verification and employment verification) will be conducted prior to employment. The Department reserves the right not to fill the advertised post (s)

Forward your applications, quoting the relevant reference number and the name of publication which you saw this advertisement to the Head of Department of Human Settlements, Private Bag X54367, Durban 4000, for the attention of Mr. SD Mthethwa or hand-deliver to 353-363 Dr Pixley ka Seme Street, Murchison Passage, Eagle Building, Durban, Ground Floor.

All the above mentioned posts are being re-advertised, applicants who are still interested must re-apply.