



KWAZULU-NATAL PROVINCE

HUMAN SETTLEMENTS
REPUBLIC OF SOUTH AFRICA

CHIEF DIRECTOR: SUSTAINABLE HUMAN SETTLEMENTS (LEVEL 14)

SALARY PACKAGE (ALL INCLUSIVE): R1 371 558.00 PER ANNUM

CENTRE: DURBAN

(Reference Number: CD: PM 04/2024)

Requirements: Applicants must be in possession of a Degree at NQF level 7 as recognised by SAQA, in Project Management/Construction Management/Housing Development, coupled with 5 years' experience at Senior Managerial level. SMS Pre- Entry Certificate prior to employment – please access this website for more information <https://www.thensg.gov.za/trainingcourse/sms-pre-entry-programme>. 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).

Knowledge, Skills and Competencies: Knowledge of PFMA, Knowledge of Public Service Act, Knowledge of Public Service Regulations, Knowledge of Human Resource prescriptions, Knowledge of Housing Act and Housing Code, Knowledge of Labour Relations Acts, Knowledge of Legislations, Knowledge of criminal Act, Extensive knowledge of Legal interpretations, Knowledge of BBE Acts, Knowledge of Treasury Regulations and guideline, Knowledge of the Constitution of South Africa, In depth knowledge of Procurement Policies and Acts, Knowledge of and understanding of the Standard Chart of Accounts (SCOPA), Knowledge of the Basic Accounting System (BAS) and LOGIS as well as the Departmental Reporting Framework Guide, Presentation Skills, Analytical skills, Interpersonal relation skills, Computer skills, Strategic Planning skills, Research Skills, Financial management skills, Communication skills, Time management skills, Report writing skills, Problem solving skills, Conflict management skills, Change management skill, Project management skills, Decision making skills, Chairing of meetings, Time frame driven confidentiality, Proactive, Honesty, Integrity, Professionalism, Punctual, Service oriented, Ability to work under pressure, Flexibility to work extra hours, Team orientated, Quick thinker.

The successful candidate will perform the following Key Performance Areas:

Ensure the creation of sustainable human settlements throughout the province, Manage the state-owned property and facilitate home ownership through relevant policies, ensure effective administration of housing subsidy system in the department, ensure effective administration of contracts to fast-track housing development projects, ensure provisioning of special projects, Ensure effective and efficient management of human, financial resources of the Chief Directorate and co- ordinate projects

Enquires related to the post can be directed to: Mr. MOS Zungu at 033 - 392 6400

DIRECTOR: INFORMATION MANAGEMENT SYSTEMS AND TECHNOLOGY (LEVEL 13)
SALARY PACKAGE (ALL INCLUSIVE): R1 162 200.00 PER ANNUM
CENTRE: DURBAN
(Reference Number: D: IMST 05/2024)

Requirements: Applicants must be in possession of a Degree or NQF Level 7 as recognised by SAQA in Information Technology and Information Management Systems coupled with 5 years relevant middle management experience in IT and IMS environment. SMS Pre- Entry Certificate prior to employment – please access this website for more information <https://www.thensg.gov.za/trainingcourse/sms-pre-entry-programme>. 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).

Knowledge, Skills and Competencies: Knowledge of the Constitution of the RSA, Knowledge of Public Finance Management Act and Treasury Regulations, Knowledge of Promotion of Information Act, Extensive knowledge of Global Information Technology process, Knowledge of SITA Act, Knowledge of computer hardware and software, Knowledge of computer operating system, Knowledge of Archives Act, Public Service knowledge of COBIT, ITLL and ISO, Knowledge of IT guidelines. Strategic Planning Skills, Computer Skills, Time Management, Analytical Skills, Technical Expertise, Facilitation Skills, Presentation Skills, Management Skills, Communication Skills, Assertiveness, Negotiation Skills, Decision Making Skills, Networking.

The successful candidate will perform the following Key Performance Areas:

Ensure the provisioning of information technology services, Equipment and Software Programs in the department. Ensure the provision of Information System requirements in the department. Ensure the provision of Information Management Support Services in the department. Ensure and maintain Information Resource Centre in the department. Manage effective and efficient utilisation of human and financial resources of the directorate.

Enquires related to the post can be directed to: Mr. MOS Zungu at 033 - 392 6400

CLOSING DATE: 31 MAY 2024

NOTE : Applications must be submitted on the **New prescribed applications form signed Z83** (which must be originally signed and must be completed in full), accompanied by a detailed CV. **Relevant qualification, Identity document and a valid South African driver's license (where necessary) will be required on or before the date of the interview from shortlisted candidates.** 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). 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 post (s).

Note: Applications not submitted on the fully completed new Z83 application forms will not be considered.

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 x 54367, Durban 4000, for the attention of Ms. N Mungwe or hand-deliver to 353-363 Dr Pixley ka Seme Street, Murchison Passage, Eagle Building, Durban, Ground Floor.