

**PROVINCIAL ADMINISTRATION: NORTHERN CAPE
OFFICE OF THE PREMIER**

- APPLICATIONS** : Please forward the applications for the post quoting the relevant reference number to: Senior Manager, Human Resources Administration, Private Bag X5016, Kimberley, 8300 or hand deliver at t&i Building, 69 Memorial Road, Monument Heights, Office of the Premier, Ground Floor (Security) or email to hrarecruitment@ncpg.gov.za
- FOR ATTENTION** : Mr. V. Fredericks
- CLOSING DATE** : 12 August 2024
- NOTE** : The Northern Cape Provincial Government is an equal opportunity, affirmative action employer and aims to achieve gender, race and disability representivity. Employment decisions shall be informed by the Employment Equity Plan of the Department to achieve its Employment Equity targets. Applications must be submitted on the new application for employment form (Z83). The new form can be downloaded at www.dpsa.gov.za-vacancies or obtainable from any Public Service Department and should be accompanied by a comprehensive CV specifying all qualifications, experience with respective dates. Applications submitted using the old Z83 form will not be accepted. Only shortlisted candidates will be required to submit certified copies of qualifications, ID and driver's licence before or on the day of the interview. Failure to comply with these pre-conditions will disqualify applications from being processed. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). No late applications will be accepted. Where applicable, 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 accordingly communicated by the Department. All shortlisted candidates will further be subjected to a personnel suitability check which includes criminal record checks, security vetting, verification of qualifications, financial and asset record checks, previous employment verification and citizenship verification. A further requirement for all SMS post(s) is a successful completion of the Senior Management Pre-Entry Programme as endorsed by the National School of Government (NSG), No appointment shall be finalized without the relevant candidate producing the Nyukela pre-entry certificate for SMS. The course is available at the NSG under the name "Certificate for entry into SMS" and the full details can be obtained by following the below link: <https://www.thensg.gov.za/training-course/sms-pre-entryprogramme/>. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of the competency-based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tool. The successful candidate(s) will be required to enter into an annual performance agreement and will have to disclose his/her financial interests annually where applicable. If you have not been contacted within six (6) weeks after the closing date of this advertisement, kindly accept that your application was unsuccessful.

OTHER POST

- POST 27/115** : **GISC TECHNOLOGIST REF NO: GISC/PP/02/2024**
- SALARY** : R433 410 – R461 583 per annum, (all-inclusive remuneration package) (Depending on qualification and experience)
- CENTRE** : Kimberley
- REQUIREMENTS** : Applicants must be in possession of a 3-4 year Geographic Information Systems Bachelor's degree or related Bachelor's Degree. 6-year post qualification GISc Technologist experience. Certified GIS Enterprise professional. Compulsory registration with SAGC or PLATO as a GIS technologist, GIS Professional or Certification as a GIS Enterprise professional. Valid Driver's license. A Certification in IT and server administration will be an added advantage. Competencies: The following key competencies and skills are required for the position: GISc implementation; Geo database design and repository management; Geo statistical analysis; Standard development and policy formulation; Technical report writing, Spatial

analysis knowledge; GIS applications; Legal requirements and compliance; High level spatial design and modelling. Organisational Process knowledge; Systems maintenance; Mobile equipment operating; Open Access; Advanced computer skills; Interaction and communication. An understanding of provincial and municipal planning systems. Strong experience with two or more GIS platforms (ArcGIS platform, QGIS, ERDAS etc.) Must have knowledge of technical and strategic report writing and understanding of legal compliance. Experience in Geo-Database design and Enterprise GIS Administration. Experience in Spatial and statistical analysis and development of information products like analytics dashboards, story maps etc.

DUTIES

: The successful candidate will be responsible for the following duties: Develop and manage spatial information applications within the organizational process. Provide access to Spatial Information and Geographic Information Services to all clients in the (Northern Cape Sector Departments and Local Government). Develop training manual end users on skills regarding to GISc at all times. Ensure interoperability between systems to maximize efficiency. Publish data, into a web based GISc system to provide Geographical Information through the internet. Ensure easy access to spatial information at all times. Document GISc processes undertaken during optimisation and integration. Undertake spatial modelling. Coordinate and manage the design, development and creation of geospatial databases. Research, investigate and advice on new GIS technologies. Develop new methods/technologies for solving spatial data problems. Research and implement new GIS standards Undertake system audit. Undertake requirements analysis. Undertake cost-benefit analysis. Develop process model and workflows diagram Ensure implementation of GIS Standards Draft Terms of Reference for GIS projects Continuously monitor the exchange and protection of information between operations and individuals to ensure effective knowledge management according to departmental objectives. Perform Quality Assurance of all the data and information products. Assist with the procurement process for the GIS related projects. Assist GIS Server administration and publishing webservices in the GIS portal.

ENQUIRIES

: Ms. J. Meyer at 060 742 2577

DEPARTMENT OF TRANSPORT SAFETY AND LIAISON

This Department is an equal opportunity, affirmative action employer, whose aim is to promote representivity in all occupational categories in the Department

APPLICATIONS

: Applications stating the relevant reference number must be sent to: Head of Department: Department of Transport, Safety and Liaison, Ocean Echo Building, Cnr Sidney and Lennox Street, P.O.Box 1368, Kimberley, 8300, email: bmareko@ncpg.gov.za

FOR ATTENTION

: Ms.J.J.Jafta

CLOSING DATE

: 16 August 2024

NOTE

: "Note" in line with DPSA Circular 19 of 2022, applicants are submitting Z83 and CV Only, applicants are required to submit the new employment Z83 form which can be downloaded at www.dpsa.gov.za/vacancies or obtained at any government. A recently updated, comprehensive CV, with at least two (2) contactable references should accompany the fully completed and signed new (Z83) form. The provision of certified copies of certified documents will only be required from shortlisted candidates for submission on or before the day of the interview. Shortlisted applicants will be subjected to qualification verification, reference checking, security screening and vetting. Only shortlisted candidates will submit proof of registration/proof of residence. Should you be in possession of a foreign qualification, it is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide. Correspondence will be limited to successful candidates only. Short-listed candidates will be expected to avail themselves at the Department's convenience. The department reserves the right not to make appointments to the advertised posts. Incomplete applications, applications received after the closing date or applications without SAQA verification reports for foreign qualifications will not be considered. It is important to note that it is the applicant's responsibility to ensure that all information and attachments in support of the application are submitted by the due date. Each application for employment form (Z83) must be duly signed and initialled by the applicant. Failure to sign this form may lead to disqualification during the selection process. Applications submitted using the old Z83, as well as not submitting the required documents will result in the application not being considered. All

applications, including those submitted via registered mail must reach the department before 16:00 on the day of the closing date; late applications will not be considered.

OTHER POSTS

- POST 27/116** : **SECURITY SUPERVISOR OFFICIALS REF NO: S4.1/05/25 (X7 POSTS)**
Directorate: Corporate Services
- SALARY** : R216 417 – R254 928 per annum (Level 05)
CENTRE : Head Office: Kimberley (Northern Cape)
REQUIREMENTS : NQF level 4 or 5 (A grade 12 certificate or equivalent). Security certificate (A minimum of 1 year of study) Grade B PSIRA of registration with the Private Security Industry Regulatory Authority (PSIRA). Knowledge of access control procedures, measures for the control and movement of equipment and store content, prescribed security procedures, authority of a Security Officer and emergency procedure and Driver's License Code C1 and 2-3 years' experience.
- DUTIES** : Supervise the security functions performed by the Security Officers to ensure adherence to and implementation of Departmental security policies. Perform administrative functions. Render support to colleagues, Departmental employees and clients regarding security matters. Provide inputs on the drafting of security policies and procedures. Monitor and maintain effective security systems. Provide support during investigations.
- ENQUIRIES** : Mr.Moses Mjoli / Mr.Batsile Marekwa Tel No: (053) 839 1759 / (053) 839 1795
NOTE : People with disabilities are encouraged to apply.
- POST 27/117** : **SECURITY OFFICERS REF NO: S4.1/05/24 (X143 POSTS)**
- SALARY** : R155 148 – R182 757 per annum (Level 03)
CENTRE : Head Office: (Kimberley) Northern Cape
REQUIREMENTS : ABET / Grade 11 Certificate and Grade "C" PSIRA or equivalent qualification. 1– 2 years' experience in security operation. No criminal records or case pending against you. Be able to work independently and in a team. Willingness to work irregular hours and shifts (Day/Night including weekends and holidays) due to the nature of the job, be willing to be vetted. Knowledge and Skills: Knowledge of Security legislation, policies and Procedures, Public Service Regulations, Security Registers, Batho Pele Principles, MISS, Good customer management skills, good communication, interpersonal skills, and Problem-solving skills. Time management. Attributes: Discipline, Self-confidence, Meticulous, Flexible, Initiative, Ethical, Reliable, Independent.
- DUTIES** : Perform access control functions. Provide escort to visitors and contractors while in the premises. Subject everyone entering the premises and their baggage to electronic search through metal detector and x-ray machine. Ensure safety of staff and visitors in the building and premises. Provide general and patrolling duties including in the parking area, searching of vehicles and checking of security duty points ensure all incidents are recorded in the occurrence book. Keep register of requests to open offices and report pattern to supervisor. Ensure that only authorized person access parking and register all visitors vehicles entering the premises. Ensure that all departmental assets leaving the building are registered and authorized by relevant sub directorate. Ensure that unauthorized persons and dangerous objects do not enter the building/premises and allow visitors/contractors into the building as per direction of security management.
- ENQUIRIES** : Mr.Moses Mjoli / Mr.Batsile Marekwa Tel No: (053) 839 1759 / (053) 839 1795
NOTE : Woman and persons with disabilities are encouraged to apply.