

DEPARTMENT OF PUBLIC SERVICE AND ADMINISTRATION

It is the intention to promote representivity in the Department through the filling of these posts. The candidature of applicants from designated groups especially in respect of people with disabilities will receive preference.



<u>APPLICATIONS</u>	:	Applications quoting the reference number must be addressed to Mr. Thabang Ntsiko. Applications must be posted to the Department of Public Service and Administration, Private Bag X916, Pretoria, 0001, or delivered to 546 Edmond Street, Batho Pele House, cnr. Edmond and Hamilton Street, Pretoria, Arcadia 0083, or emailed. E-mail your application to Advert112025@dpsa.gov.za
<u>CLOSING DATE</u>	:	21 July 2025
<u>NOTE</u>	:	Applications must quote the relevant reference number and consist of: A fully completed and signed NEW Z83 form which can be downloaded at www.dpsa.gov.za/dpsa2g/vacancies.asp . "From 1 January 2021 should an application be received using the incorrect application for employment (Z83), it will not be considered", a recent comprehensive CV; contactable referees (telephone numbers and email addresses must be indicated); Applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed curriculum vitae (Only shortlisted candidates will be required to submit certified documents, all non-SA citizens must submit a copy of proof of permanent residence in South Africa on or before the day of the interviews). Foreign qualifications must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). All shortlisted candidates for SMS posts will be subjected to (1) a technical exercise; (2) a generic managerial competency assessment; and (3) personnel suitability checks on criminal records, citizen verification, financial records, qualification verification and applicants could be required to provide consent for access to their social media accounts. Correspondence will be limited to shortlisted candidates only. If you have not been contacted within three (3) months of the closing date of the advertisement, please accept that your application was unsuccessful. The successful candidate will be expected to enter into an employment contract and a performance agreement within 3 months of appointment, as well as completing a financial interests declaration form within one month of appointment and annually thereafter. The department reserves the right not to fill the post(s). Note: Prior to appointment, a candidate would be required to complete the Nyukela Programme: Pre-entry Certificate to Senior Management Services as endorsed by DPSA which is an online course, endorsed by the National School of Government (NSG). The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be sourced by the following link: https://www.thensg.gov.za/training-course/sms-pre-entry-programme/ .

MANAGEMENT ECHELON

<u>POST 23/87</u>	:	<u>DIRECTOR: HRD STRATEGY AND GOVERNANCE REF NO: DPSA 11/2025</u>
<u>SALARY</u>	:	R1 216 824 per annum (Level 14), an all-inclusive remuneration package. The all-inclusive remunerative package consists of basic salary (70% of the total remuneration package), the State's contribution to the Government Employees Pension Fund (13% of basic salary) and a flexible portion that may be structured according to personal needs within a framework.
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	A senior certificate, an appropriate B. Degree in Human Resource Development / Human Resource Management, Public Administration / Management or relevant appropriate qualification at NQF level 7. Minimum of 5 years' experience at a middle/senior management level. Minimum of 8 years' appropriate experience in Human Resource field. Knowledge of the Constitution of the Republic of South Africa, Government legislative framework, Public Service legislative and policy framework. Government programs such as the National Development Plan and Key Strategic Priorities of Government. Must have understand the development of prescripts for Human Resource Development and leadership development. Human Resources Development

theory and practice, Stakeholder management and coordination, strategic thinking and leadership, negotiation, analytical skills, and an understanding of the Batho Pele principles require very good diversity management, communication and information management, interpersonal relations, facilitation, negotiation, presentation, report writing, computer literacy, conflict management, stakeholder management and coordination, and project and program management skills.

DUTIES

: Manage and undertake the development of prescripts, norms, and standards; directives, circulars, frameworks, and guidelines for human resources development; and provide implementation support to the departments. Provide technical advice and support the implementation for capacity building. Coordination of and contributions made to the development of training programs with the relevant training institutions. Manage the monitoring and evaluation of compliance and impact assessments of prescripts on human resources development. Manage all the operations, systems, and processes of the directorate.

ENQUIRIES

: Ms. Rhulani Makhubela Tel No: (012) 336 1108