

NATIONAL SCHOOL OF GOVERNMENT

The National School of Government (The NSG) contributes to building of an effective, capable and professional public service through providing relevant, mandatory and non-mandatory training programmes. Suitably qualified, dynamic, enthusiastic, and experienced people are invited to apply for the vacant permanent positions.



- APPLICATIONS** : Email to Recruitment.ASD2@thensg.gov.za or hand delivery at ZK Matthews Building, 70 Meintjies Street, Sunnyside, Pretoria or use postal address: The Principal: National School of Government, Private Bag X759, Pretoria, 0001. If you do not submit your application and CV to the specified email address, your application will be regarded as lost and will not be considered. Applicants are encouraged to apply via the e-recruitment system.
- FOR ATTENTION** : for attention and Enquiries: Kindly contact Mr Mpho Mugodo Tel No: (012) 441-6017 or Mr Thabo Ngwenya Tel No: (012) 441-6108
- CLOSING DATE** : 15 August 2025
- NOTE** : Applications must consist of a fully completed and signed new Z83 form accompanied by a comprehensive CV that includes contactable references. Only shortlisted candidates will need to send certified documents on or before the day of the interview. The reference number must be quoted on the application form. Foreign qualifications must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). All shortlisted candidates shall undertake a pre-entry practical exercise as part of the assessment method to determine the candidate's suitability based on the post's technical and generic requirements. Appointments are subject to suitability checks, including security vetting, confirmation of citizenship, checking financial records, and verification of qualifications. Applications that do not adhere to the above-mentioned requirements and late applications will not be considered. The successful candidate must disclose particulars of registrable financial interests within one month of the date of assumption of duty and must sign a performance agreement within three months from this date. The selection process will be in line with the NSG's Recruitment and Selection Policy and other prescripts. The employment decision shall be informed by the Employment Equity Plan of the Department and its employment equity targets. It is the Department's intention to promote equity (race, gender, and disability) through the filling of this post. The NSG reserves the right not to make an appointment and to use other recruitment processes. Correspondence will be limited to shortlisted candidates only. Applicants are requested to visit the NSG's website at www.thensg.gov.za or www.dpsa.gov.za for information on the requirements and duties of the position.

OTHER POST

- POST 27/166** : **DEPUTY DIRECTOR: INTEGRITY MANAGEMENT REF NO: NSG 19/2025**
Job Purpose: To champion education, training and development (ETD) interventions in respect of integrity management, ethical conduct and accountability in the public sector.
- SALARY** : R896 436 per annum (Level 11), (an inclusive remuneration package starting) which comprises a basic salary (70% 75% of package), a contribution to the Government Employee Pension Fund (15% of basic salary) and a flexible portion.
- CENTRE** : Pretoria
- REQUIREMENTS** : Applicants must be in possession of a Grade 12 certificate and a tertiary qualification at NQF Level 7 in the field of Business, Commerce, Management and Law Studies, Human and/ or Social Studies or related fields. Experience: Five (5) years' experience in applying knowledge and building capacity in public sector institutions in the specialist areas of good governance, ethics management, fraud prevention and investigation of corrupt activities, promoting anti-corruption, auditing and monitoring and evaluation methodologies combined with developing, reviewing and delivering education, training and development content in these areas. Three (3) years of this period

must be on a supervisory or managerial level. Knowledge: Public sector legislation, policies and frameworks, e.g., the Public Service Act, Public Service Regulations, the Public Administration and Management Act, the Public Finance Management Act and Public Sector Regulatory Frameworks. Specialist knowledge of legislation, policies and frameworks, e.g., Preventing and Combatting Corrupt Activities Act, the Criminal Procedures Act, the Protected Disclosures Act, The Prevention of Organised Crime Act and the Public Sector Code of Conduct. Education, training and development legislation, policies and frameworks, e.g., the South African Qualifications Authority and the National Qualifications Framework, combined with knowledge of adult and action learning principles, research and analysis techniques as well as quality management systems in the education, training and development environment. Competencies and Skills: The ability to solve problems and apply critical thinking skills to manage projects, coordinate and deliver training interventions and to evaluate and develop the knowledge and skills of facilitators. The ability to present information to a variety of audiences and to facilitate training sessions. Advanced computer literacy in the Microsoft suite of programmes and applications used to present and manage virtual and blended training sessions, e.g., Teams, Zoom, Moodle, Mentimeter, Google Sheets and Google Forms, MURAL, and Survey Monkey. Strong interpersonal and communication skills. Excellent project, time and people management skills. Advanced writing, organizing and planning skills. Personal Attributes: Commitment to continuous learning and professional development to stay abreast of knowledge and trends. Ability to organize, prioritize, and complete multiple projects on time and with diligence. Ability to work independently or in collaboration with others. Maintain strong, respectful relationships with senior leadership, peers, subordinates, stakeholders, and the public, demonstrating professionalism and sound judgment in all interactions.

DUTIES

: The job focuses on building capacity in public sector institutions in the specialist areas of good governance, ethics management, fraud prevention and investigation of corrupt activities, promoting anti-corruption, auditing information and monitoring and evaluation methodologies. Job Content: ETD Needs Identification: Conduct comprehensive needs analyses to determine capacity-building requirements within the public sector. Ensure the availability and alignment of learning and development interventions to address identified needs. ETD Content Development and Enablement: Screen, select, orient, develop and monitor the performance of facilitators to deliver high-quality training. Promote the uptake of training programmes across relevant audiences including the public sector. Provide expert advice to clients and actively participate in the design and implementation of learning interventions and strategies. ETD Pre-Delivery Support: Manage education and training programmes and projects from planning to execution to finalisation. Oversee delivery schedules, coordinate activities, and monitor training targets. Facilitate workshops, seminars, and webinars; host knowledge-sharing events. Represent the NSG at intergovernmental and intragovernmental forums. ETD Post-Delivery Support: Offer ongoing support and guidance to learners and clients. Address and resolve issues identified through monitoring and evaluation (M&E) processes. Manage stakeholder relationships and maintain robust networks across sectors. Provide advice on accreditation standards and ensure compliance with relevant requirements. Governance and Management: Lead, direct, and manage the unit's resources, including personnel, finances, systems, and assets. Oversee daily operations and ensure alignment with strategic objectives. Monitor and report on the achievement of performance and financial targets. Identify, assess, and manage strategic and operational risks. Preference will be given to Youth, African Males, African Females, Coloured Males, White Males, and people with a disability in accordance with the NSG's employment equity requirements.

ENQUIRIES

: Mpho Mugodo Tel No: (012) 441 6017