

## OFFICE OF THE PUBLIC SERVICE COMMISSION (OPSC)

*The Office of the Public Service Commission is an equal opportunity, representative employer. It is the intention to promote representivity (race, gender and disability) in the Public Service through the filling of positions. Candidates whose appointment/transfer/promotion will promote representivity will therefore receive preference. Persons with disability are especially encouraged to apply. An indication of representivity profile by applicants will expedite the processing of applications.*

### **APPLICATIONS:**

Forward your application, stating the relevant reference number to: The Acting Chief Director: People Management Practices, Office of the Public Service Commission, Private Bag X121, Pretoria, 0001 or hand-deliver at Commission House, Office Park Block B, 536 Francis Baard Street, Arcadia, Pretoria, for attention Mr M Mabuza or you can email your application to [recruitment@opsc.gov.za](mailto:recruitment@opsc.gov.za).

### **CLOSING DATE:**

12 July 2021, 15h30

### **NOTES:**

Applications must consist of: A fully completed and signed Z83 form (which can be downloaded at [www.dpsa.gov.za-vacancies](http://www.dpsa.gov.za-vacancies)); a recent comprehensive CV; contactable referees (telephone numbers and email addresses must be indicated); certified copies of qualifications, identity document, and driver's license. Foreign qualifications must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). All non-SA citizens must attach a certified copy of proof of permanent residence in South Africa. 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 record, citizen verification, financial records, qualification verification, and applicants could also 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 of five years with the President (or delegated authority) and a performance agreement with the Chairperson of the Public Service Commission within 3 months of appointment, as well as completing a financial interest's declaration form within one month of appointment. For SMS posts in the Public Service no appointment shall be effected without the recommended candidate producing a Certificate of completion for the Nyukela Programme (SMS Pre-Entry Programme) offered by the National School of government which can be accessed via this link: <https://thensg.gov.za/training-course/sms-pre-entryprogramme/>. **Applicants are advised that the old Z83 which was valid until 31 December 2020 will not be accepted. Should an individual wish to apply for a post, he/she will be required to submit the new application for employment (Z83) form which became effective on 1 January 2021 and can be downloaded at**

**www.dpsa.gov.za-vacancies. From 1 January 2021 should an application be received using incorrect applications for employment (Z83) form, it will not be considered.**

**POST: DIRECTOR: INFORMATION TECHNOLOGY REF: D/IT/06/21**

**SALARY:** All-inclusive remuneration package of R1 057 326 per annum. The package includes a basic salary (70% of package), State's contribution to the Government Employees Pension Fund (13% of basic salary) and a flexible portion of 30% that may be structured in terms of applicable rules. The successful candidate will be required to enter into a performance agreement within three months after assumption of duty.

**CENTRE **PUBLIC SERVICE COMMISSION HOUSE, PRETORIA****

**REQUIREMENTS:** A relevant qualification in Information Technology at NQF Level 7, as recognised by SAQA • At least 10 years proven experience in Information Technology of which 5 years must be at middle/senior management level. • Broad understanding of the use of ICT as a business drive • Solid knowledge of Knowledge and Information Management, IT project management, IT legislation, financial management, strategic IT management and contract management • Must have excellent communication skills (both written and verbal), interpersonal, people management, negotiation, analytical and conflict management skills • Must have business acumen and be customer focused Strategic understanding and knowledge of the application of the Constitutional Values and Principles (CVPs) as contained in Section 195 • An understanding of how current public administration management and operational processes comply, or do not comply, with the CVPs • A Valid Driver's License (with the exception of disabled applicants).

**DUTIES:** The incumbent will support the Department in the efficient and effective utilisation of information Technology as strategic resources in order to achieve its objectives in line with its mandate • Align the Department's information management and information technology strategy with the strategic direction, management plans and the business processes of the Department • Develop departmental information management and information technology policies, strategies, architecture, standards, guidelines, best practices and procedures aligned to the resolutions of the GITO council and represent the Department at the GITO Council • Promote the use of information and Information Technology as strategic resources to advance the objectives of the Department • Maintain service providers' relationships and ensure that IT projects are managed following best practice project management methodologies • Provide Knowledge and Information Management services and secured collaboration facilities to promote access to information and knowledge sharing • Entrench and institutionalise information and knowledge management practices in the

Department • Ensure effective governance and compliance within the Chief Directorate in line with relevant legislation in order to deliver on the mandate of the Department • Manage the resources within the Information Technology Directorate.

**ENQUIRIES:**

Mr Z Momeka

**TEL NO:**

012 352 1195