

# Department of Finance

## Chief Directorate: Corporate Services Directorate: Information Management Services Deputy Director: Security Management [MISS] (SL1 1)

Salary: R657 558 all inclusive salary package per annum

Salary Scale: R657 558 – 774 576)

• Ref. FinNW/69/2018 • Mmabatho

**Requirements:** • As a minimum a National Diploma/Advanced Certificate in Security Management or equivalent NQF 6 qualification • At least 8 years' in Security/Information Security of which four years should be supervisory experience • At least 3 years' should preferably be in a MISS environment.

**Duties:** • Manage and monitor the total security function • Draft internal security policy, based on the MISS document • Monitor the extent of adherence and compliance to the security policy and measures • Liaise with relevant stakeholders (e.g. NIA and SAPS) for assistance and information with regard to security needs of investigation • Create, develop and maintain a security training capacity for the institution and conduct security training sessions of all officials • Advise management about the security implications of management decisions • Report all incidents or suspected incidents of security breaches/leakages of sensitive information, for investigation • Evaluate and improve the effectiveness of security measures or procedures and ensure compliance with security directives as issued by NIA • Implement PAJA.

**Enquiries:** Ms K Gill, tel. (018) 388 3584

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**The North West Department of Finance is an Equal Opportunity, Affirmative Action Employer and is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability.**

**Note:** Applications must be submitted on a Z83 form, obtainable from any Public Service Department, and must be accompanied by a comprehensive CV (including full particulars of training, qualifications, skills, competencies and knowledge). These must be supported by certified copies of educational certificates and Identity Document. Applications with foreign qualifications must submit a SAQA evaluation report on the qualification. Incomplete applications will not be considered.

It will be expected of candidates to be available for interviews on the date and time and at a place as determined by the Department. Appointment of successful candidates will be strictly subject to the result/outcome of Personnel Suitability Checks. Failure to comply with the above requirements will result in the disqualification of the application. Due to the huge number of applications for posts, acknowledgement of receipt of applications will not be done.

**NB:** All short-listed candidates for post 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 committee will recommend candidates to attend a generic managerial competency assessment (in compliance with DPSA Directive on the implementation of competency-based assessments.) The competency assessment will be testing generic managerial competencies using the mandated DPSA competency assessment tools. Women are encouraged to apply for SMS posts

**Applications should be forwarded to: The Director - Human Resource Management, North West Department of Finance, Private Bag X2060, Mmabatho 2735, marked for attention: JM Moheta, K Chuma, O Kgomanyane or N Marengwa, 2nd Floor, Garona Building.**

**NB:** The Department reserves the right not to make appointments. Correspondence will be limited to short-listed candidates only.

**Closing date:** 08 June 2018 at 16:00 pm

Applications should be submitted on time. Applications received after the closing date will not be accepted.



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