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Department of Public Works
North West Provincial Government
Republic of South Africa

Director: Property Management

Salary: All-inclusive salary package of R615 633 per annum that is to be structured in accordance with the rules of the Senior Management Service. The successful candidate will have to enter into an annual performance agreement and annually disclose his/her financial interests (Ref. K45915)

Head Office (Mafikeng)

Requirements: • An appropriate tertiary qualification coupled with adequate, applicable experience and a minimum of three years' experience at middle management level • A qualification in Property/Asset Management, Financial Management and/or the Built Environment would be a strong recommendation.

The following key profile, skills and knowledge are essential: • The ability to manage professional teams within the property/asset management and built environment • The Land Administration Act • The Government Immovable Asset Management Act (GIAMA) • The Occupational Health and Safety Act • The Public Services Act • Related Acts and Regulations governing the Public Service • The Government's procurement system and related legislation (eg PPPFA and PFMA) • The relevant General Conditions of Contract • The willingness to travel and work beyond normal working hours • Computer literacy • The National Infrastructure Development Improvement Programme (IDIP) and the CIDB Toolkit requirements • The Government policies for the Expanded Public Works Programme (EPWP) and the National Youth Services (NYS) • Competencies in accordance with the Senior Management Service Competency Framework.

Duties: • Oversee the management and maintenance of prestige buildings, utilities, office and housing accommodation, rental administration, contract management, procurement and budget functions, security, gardening and cleaning services • Manage the processes of identifying, developing and implementing Service Delivery Improvement Programmes based on international best practice • Establish and promote effective relationships with client departments • Make recommendations on related policies and procedures of property and facilities.

Enquiries: Mr OE Mongale, tel. (018) 387-2064.

The Provincial Department of Public Works is an Equal Opportunity, Affirmative Action employer. As such, it is our intention to promote and uphold representivity in the Department in terms of race, gender and disability.

People with disabilities are strongly encouraged to apply.

It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Short-listed candidates will be subjected to a process of security clearance and qualification and reference verification.

Interested persons may submit applications on form Z83, obtainable from any Public Service department, together with certified copies of qualifications, a detailed CV and certified copy of ID, quoting the relevant reference number, to: The Director: Human Resource Management, Department of Public Works, Private Bag X2037, Mmabatho 2735, for attention: Ms NYP Mocheke.

Please note: Late, faxed or e-mailed applications will not be accepted. If you have not heard from the Department within three months of the closing date, please regard your application as unsuccessful.

NB: The Department reserves the right not to make an appointment. Short-listed applicants must avail themselves on the date, time and venue as will be determined by the Department.



Closing date: 27 February 2009

Visit our website: www.nwpg.gov.za/public-works