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

Deputy Director: Buildings
Salary: R 407 745 p.a. (Level 12)
Centre: Ngaka Modiri Molema District (Central Region)
Ref. No.

Requirements: *An appropriate B degree or equivalent qualification *Strong leadership skills and relevant experience *Knowledge of procurement systems, procedures and regulations *Good communication and interpersonal skills *Knowledge of project management *Knowledge of CIDB, EPWP, NYS and ECDP *Computer literacy *Valid driver's licence.

Duties: *Contribute to project initiation, scope definition, scope change and control of projects *Maintain and monitor proper electronic and physical tender and contract documents and files *Consult and report to client departments on maintenance of facilities *Provide inputs towards the compilation of annual building programmes with regard to client departments for capital works and maintenance projects *Prepare and manage the budget of the Sub-Directorate Buildings *Ensure that Sub-Districts programmes are aligned to the budget *Interpret reports and prioritize essential maintenance service/work *Facilitate the development and maintenance of buildings with other departments, municipalities, CETA with other stakeholders in relation to EPWP *Facilitate training on labour intensive construction methods

Enquiries: Mrs T.J. Mathibe, Tel: (018) 387 2466

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.

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 verification and references will be checked.

Applications: Interested persons may submit applications on forms Z83 obtainable from any Public Service Department, together with certified copies of qualifications, detailed CV and a certified copy of ID to: **The Regional Director: Ngaka Modiri Molema District (Central Region) Department of Public Works, Private Bag x 80 MAFIKENG 2745, for the attention: Mrs. J. Mathibe**

Please note: Late and 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 shall be determined by the Department.

Visit our Website: [www.nwpg.gov.za/public works](http://www.nwpg.gov.za/public%20works)

Closing date: 29 May 2009