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

Modiri Molema Road
DPW Provincial Head Office
Mmabatho, 2735
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CHIEF DIRECTORATE: INFRASTRUCTURE

Post: Chief Director: Infrastructure

Salary: All-inclusive salary package of **R 635 874 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.

Centre : Head Office (Mmabatho)

Requirements: An appropriate tertiary qualification in one of the relevant disciplines of the built environment, coupled with 10 years applicable experience and a minimum of 3 years experience at senior management level *Professional Registration in one of the disciplines with the relevant council would be a strong recommendation *The following key competencies, skills and knowledge are essential *Management of multidisciplinary professional teams consisting of Architects, Engineers, Quantity Surveyors and Project Managers within the building and Construction Management environment *Knowledge and understanding of - the Occupational Health and Safety Act; the Public Services Act and related Acts and Regulations governing the Public Service, and Government's Procurement System and related legislation (e.g. PPPFA and PFMA) *Knowledge and understanding of the relevant General Conditions of Contract *A strategic thinker who is able to work with individuals and teams at both Executive and Operational level, analyze and synthesize information and to formulate policies, strategies and positions *Willingness to travel and work beyond normal working hours *Proven programme/project planning, budgeting and construction experience *Analytical ability, both written and communication skills, good interpersonal skills and computer literacy is essential *Change and Knowledge Management

Duties: Key Responsibilities: *Oversee the Department's Capital Expenditure (CAPEX) and Major Renovation Rehabilitation/Maintenance Programmes *Ensure that the Government policies for the Expanded Public Works Programme (EPWP) and the National Youth Services (NYS) are included in the CAPEX and Major Renovations Programmes *Implement the Infrastructure Delivery Improvement Programme (IDIP) requirements and ensure that skills transfer and capacity building is complied with, while embedding processes and systems (e.g. the CIDB Toolkit) *Represent the Department on various IDIP identified committees *Responsibility to design, develop and maintain implementation of service delivery improvement processes for the Department in relation to its clients in areas of the technical and built environment *Establish and promote effective relationships with client departments *Make recommendations on related policies and procedures of construction, contract documentation and professional consultants *Ensure delivery of projects within parameters *Evaluate recommendations for approval of contractual claims and extension of time *Establish and maintain an effective planning, reporting,

monitoring and evaluation system of projects *Ensure the existence of a system to monitor and record the condition of buildings, structures, mechanical and electrical installations for purpose of proactive planning for maintenance of those assets *Ensure the updating and the data integrity is maintained on the Provincial Project Management Information System (ProMIS) *Compile the monthly consolidated Infrastructure Reporting Model (IRM) report *Ensure compliance with the Construction Development Industry Boards (CIDB) regulations in terms of all industry related requirements *Manage personnel and other administrative functions *Ensure an updated and maintained Service Delivery Improvement Plan that forms part of the Performance Management and Development System (PMDS) of staff *Oversee Infrastructure's Fiscal Resources effectively and secure responsive, credible and sustainable budgets *Ensure timeous inputs into Provincial and Local Authority reports such as the Integrated Development Programme (IDP) of districts *Participate in meetings as required by the Head of the Department or as prescribed by the Departmental policies *Provide ad-hoc technical assistance required by the Directorates Buildings, Property Management and Regions on engineering, technical, Contract Administration and other related matters *Chair the Heads of Building Forum Meeting and co-chair the Departmental Bid Adjudication Committee *Oversee the reports of the project "Monitoring and Evaluation" teams

Enquiries: Mr. O.E. Mongale, Tel (018) 387 2062/2063

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). Applicant's educational qualifications will be verified, 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 ID to: The Head of Department,
Department of Public Works, Private Bag x 2037 Mmabatho 2735, for the attention: Mr. D.L. Smith.

Website: www.nwpg.gov.za/public_works

Please note: Late applications and faxed or e-mailed applications will not be accepted. If you have not heard from the Department within three (3) months of the closing date, please regard your application as unsuccessful.

Please note: Short-listed candidates will be subjected to a process of security clearance and qualifications verification

NB: That 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.

Closing date: 30 April 2008

