

# Department of Public Works and Roads

## Head of the Department

(5 year fixed-term contract)

**Salary: R1 521 591 p.a. (All-inclusive remuneration package consist of a basic salary and flexible portion structured according to personal needs, plus 10% non-pensionable**

**Head of Department allowance), SL15**

**• Ref No: H/O 04/2021 • Centre: Head Office - Mmabatho**

**Requirements: Qualifications and experience:** • An under graduate qualification (NQF Level 7) and post graduate qualification (NQF level 8) in Public Administration, Management or Build Environment, as recognised by SAQA • A minimum of (8) years' of Senior managerial experience of which at least (3) years' must be with any organ of state as defined by the Constitution, Act 108 of 1996 • A valid driver's license.

**Competencies: Knowledge and Skills:** • Strategic capability and leadership • Programme and Project Management; Financial Management • Change Management • Knowledge Management • Service Delivery Innovation • Problem Solving and Analysis • People Management and Empowerment • Client Orientation and Customer focus • Communication.

**Duties:** • Reporting to the MEC for Public Works and Roads, the incumbent will provide strategic and operational support to the Office of the Executive Authority, serve as the Accounting Officer of the Department as prescribed in the Public Finance Management Act and Public Service Act, 1994 • Provide strategic leadership to the Department and ensure effective coordination, integration and implementation of Public Works and Roads Prescripts, Services and Programmes in the Province • Provide oversight and strategic guidance in the delivery and implementation of infrastructure, maintenance and technical portfolio support services as well as Immovable Asset Management projects and programs for Provincial Departments • Manage and oversee the implementation of Community Based Public Works Programme • Liaise with and co-ordinate partnerships with other governmental, non-governmental institutions and other partners.

**Enquiries:** Ms NMG Mfikwe, tel: (018) 388 2426

**This Department is an Equal Opportunity Affirmative Action Employer. It is our intention to promote representatively (race, gender and disability) e.g. White, Indian, Coloured, males and females, in the Department through the filling of this post. People with disability are encouraged to apply. The candidates whose transfer/promotion/appointment will promote representatively will receive preference. An indication to this regard will facilitate the processing of applications.**

**Note: Senior Management Pre-entry Programme Certificate:** No applicant shall be recommended for appointment without 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://www.thensg.gov.za>

Applications must be completed using a new Z83 Application form (full completed), obtainable from any Public Service Department, and should include certified copies (not older than 12 months) of ID, educational qualifications and comprehensive CV with three contactable referees. Failure to submit the requested documents will result in your application not being considered. Shortlisted candidates will be subjected to a technical assessment and the selected interviewed candidates will be subjected to a two-day competency assessment at a venue and date to be determined by the Department. The successful candidate will enter into an annual performance agreement and annually disclose his/her financial interest. Late, faxed and e-mailed applications will not be considered. Communication will be limited to shortlisted candidates only. The successful candidates for the above position will be required to undergo personnel suitability checks, which includes, criminal records, citizenship, financial checks, qualifications and previous employment (Reference checks) and should have been vetted to Top Secret or should be able to meet Top Secret vetting requirements within 6 months of assuming duties, failing which the contract will be terminated. It is the responsibility of the applicant to make sure that foreign qualifications are evaluated the South African Qualifications Authority. If you do not hear from the Department within three months from the closing date of the advertisement, consider your application to be unsuccessful. The Department reserves the right to not to fill the position.

**Applications:** Applications must be addressed to: The Head of Department, Public Works and Roads, Private Bag X 2080, Mmabatho, 2735, or hand deliver to Office no 160 First Floor, New Building –Old Parliament Complex, Modiri Molema Road, Mmabatho. For Attention: HRM Recruitment – Mr M.E. Khauoe.

**Closing date:** 01 October 2021

**(Posted Applications must have reached the Department by 15h30 pm, otherwise they will not be considered).**



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**Department: Public Works and Roads  
North West Provincial Government  
REPUBLIC OF SOUTH AFRICA**