

## **DEPARTMENT OF BASIC EDUCATION**

*The Department of Basic Education is committed to providing equal opportunities and practicing affirmative action employment. It is our intention to promote representivity (race, gender, disability) in the Department through filling of these posts and candidates whose transfer, promotion, or appointment will promote representivity will receive preference. Preference will firstly be given to excess employees and secondly to current Public Service employees.*

### **APPLICATIONS :**

Submitted via post to: Private Bag X895, Pretoria, 0001 or hand-deliver to: The Department of Basic Education, 222 Struben Street, Pretoria. Please visit the Department of Education's website at [www.education.gov.za](http://www.education.gov.za) or the Department of Public Service and Administration vacancy circulars at [www.dpsa.gov.za](http://www.dpsa.gov.za)

For Attention: Ms M Thubane

**NOTE:** Applications must be submitted on Form Z83 obtainable from any Public Service Department and must be accompanied by a comprehensive CV and certified copies of ID and qualifications. NB as of 1<sup>st</sup> July 2006, all new appointments in the public service have to be part of the Government Employee Medical Scheme (GEMS) in order to qualify for a Government Medical Subsidy. **Correspondence will only be entered into with shortlisted applicants.** Shortlisted candidates will be required to undertake a writing test as part of the interview process. Applications received after the closing date, e-mailed or faxed applications will not be considered.

**CLOSING DATE: 22 March 2019**

### **POST: Chief Engineer Grade A-B (Civil/Structural) Ref no 25621/02**

**BRANCH:** Accelerated School Infrastructure Delivery Initiative (ASIDI)

**SALARY:** R991 281 – R1 880 367 per annum (all-inclusive package as per Occupational Specific Dispensation requirements)

**CENTRE:**

Pretoria

**REQUIREMENTS:** An appropriate Bachelor's degree or equivalent qualification in Engineering. Registered as a Professional Engineer. 6 years post qualification experience and 5 years' experience at a supervisory level is required. An understanding of the relevant legislation and prescripts and experience in the planning and execution of capital infrastructure and maintenance projects. In addition, the incumbent will need to have the following competencies; excellent communication skills (written and verbal), good interpersonal relation skills, an ability to work independently under pressure and adhere to deadlines, together with an ability to organise and direct groups of professionals in the built environment sector. Experience and a qualification in construction programme and project management will be an advantage. A valid driver's license will be a prerequisite for this post.

**DUTIES:** To assist in the planning, implementation, monitoring and reporting on the delivery of the infrastructure built environment programmes and projects in line with the IDMS Framework. Manage processes relating to the management of infrastructure in the sector. Monitoring of matters relating to planning, design, procurement, construction,

operation and maintenance of education infrastructure. Analyse and evaluate infrastructure planning documents like the User Asset Management Plans, Infrastructure Programme Implementation Plans, Construction Procurement Strategies, and Conditional Grant Evaluation Reports. Lead the sector processes relating to the implementation of the performance based incentive system. Analyse and evaluate physical resources planning frameworks, prioritisation model(s), Business Cases and Project Briefs. Manage the implementation of a facilities maintenance and management policy and provide guidance for the preparation of maintenance plans and disaster management plans. Participate in the procurement of Professional Service Providers and Contractors, including the preparation and approval of Bid Specifications and evaluations of tenders as member of the Supply Chain Management Committees of IAs and the Department of Basic Education. Monitor the implementation of Programmes and Projects by the Implementing Agents [IA] and the adherence to the Service Delivery Agreements. Manage implementation of projects that are not allocated to an Implementing Agent [IA]. Lead task teams comprising education and built environment professionals on reviewing and evaluating education infrastructure guidelines, facility maintenance and best practice guidelines. Conduct the inspections of existing education facilities infrastructure and prepare reports thereon. Render specialist advice, guidance and assistance with regard to technical matters within the field of education infrastructure, external to the directorate and the Department. Monitor the implementation of norms and standards for school infrastructure. Conduct research to develop and formulate policies, procedures and programmes directly related to education infrastructure.

**CLOSING DATE: 22 March 2019**

**ENQUIRIES: Ms M Thubane 012 357 3297/ Mr A Tsamai 012 357 3321**

**POST: Chief Quantity Surveyor Grade A-B: Ref 25621/01**

**BRANCH:** Accelerated School Infrastructure Delivery Initiative (ASIDI)

**SALARY:** R854 154 – R1 596 294 per annum (all-inclusive package as per Occupational Specific Dispensation requirements)

**CENTRE:** Pretoria

**REQUIREMENTS:** An appropriate Bachelor's degree or equivalent qualification in quantity surveying or relevant qualification. Registration as a Professional Quantity Surveyor. 6 years Quantity Surveying post qualification experience is required. At least 5 years relevant experience at a supervisory level. An understanding of the relevant legislation and prescripts and experience in the planning and execution of capital infrastructure and maintenance projects. In addition, the incumbent will need to have the following competencies; excellent communication skills (written and verbal), good interpersonal relation skills, an ability to work independently under pressure and adhere to deadlines, together with an ability to organize and direct groups of professionals in the built environment sector. Experience and a qualification in construction programme and project management will be an advantage. A valid driver's license will be a prerequisite for this post.

**DUTIES:** To assist in the planning, implementation, monitoring and reporting on the delivery of the infrastructure built environment programmes and projects in line with the IDMS Framework. Participate in the procurement of professional service providers and contractors, including the preparation and approval of Bid Specifications and evaluations of tenders as member of the Supply Chain Management Committees of IAs and the Department of Basic Education. Monitor the implementation of Programmes and Projects by the Implementing Agents [IA] and the adherence to the Service Delivery Agreements. Manage implementation of projects that are not allocated to an Implementing Agent [IA]. Review and recommend Variation Orders in terms of contract management practice and financial implications in collaboration with professionals in the infrastructure unit; Recommend authorisation of payments in line with the conditions of the appointments, contract management practices and within financial delegations. Prepare and submit progress reports [financial and non-financial]. Monitor that infrastructure projects are planned within available funds. Monitor application of cost norms. Monitor expenditure on infrastructure projects within budgets. Control cost and scope variances on infrastructure projects. Analyse and evaluate infrastructure planning documents like the User Asset Management Plans, Infrastructure Programme Implementation Plans, Construction Procurement Strategies, and Conditional Grant Evaluation Reports. Conduct the inspections of existing education facilities infrastructure and prepare reports thereon. Render specialist advice, guidance and assistance with regard to technical matters within the field of education infrastructure, external to the directorate and the Department. Monitor the implementation of norms and standards for school infrastructure. Conduct research to develop and formulate policies, procedures and programmes directly related to education infrastructure.

**CLOSING DATE: 22 March 2019**

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