

## 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 N Sathege/Ms M Mahape

CLOSING DATE: 23 June 2019

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 Short-Listed Applicants. Short-listed 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.

The Department of Basic Education is committed to providing equal opportunities and practising. Affirmative action employment. It is our intention to promote representivity (race, gender, disability) in the Department through the 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. An indication in this regard will facilitate the processing of applications.

POST: Chief Director: (Ref no: 146881/1)

BRANCH: Teacher and Professional Development

CHIEF DIRECTORATE: Education Human Resources Development (EHRD)

SALARY: All-Inclusive remuneration package of R 1 189 338 per annum

CENTRE: Pretoria

REQUIREMENTS: An appropriate recognised Bachelor's degree or undergraduate qualification (NQF level 7) as recognised by SAQA supported by 5 years experience at senior managerial level in high level planning and management. At least 5 years' experience in both planning and delivery of education, at different levels of the system. A keen understanding of the education policy environment with a delivery mindset. Excellent communication (verbal and written) skills including proven capacity to produce analytical reports. Proven experience in strategic management, research and report writing. Core Competencies: Strategic capacity and leadership, People Management and Empowerment, Financial Management, Change management.

DUTIES: The successful incumbent will be in charge of the Chief Directorate, comprising of the following directorates: Continuing Professional Teacher Development (CPTD), Initial Teacher Education (ITE) and School Management and Governance (EMGD); He/she will be required to manage staff and the budget of the Chief Directorate, including any other responsibility that may be allocated; The successful candidate will further provide strategic leadership, management, guidance and support to the Chief Directorate in developing and driving the strategy to improve school leadership in collaboration with relevant structures; Oversee the delivery of programmes for the recruitment and training of new teachers, including the management of the Funza Lushaka Bursary programme; Oversee the delivery of a national induction programme for new teachers and principals; Work with South African Council for Educators to monitor and support the implementation of the CPTD management system; Oversee the delivery of programmes for Teacher Appreciation and Support (TASP); Collaborate with the National Institute for Curriculum and Professional Development to ensure the delivery of quality teacher development programmes.

NOTE: The successful candidate will sign an annual performance agreement, annually disclose his/her financial interests and be subjected to a security clearance. Applicants must have a valid driver's license and be willing to travel extensively. Short-listed candidates may be required to make a presentation to the interview panel, as well as undergo a writing test.

ENQUIRIES: Ms N Sathege 012 357 3290/ Ms M Mahape-012 357 3291

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POST: Audit Committee Member (Ref. 146881/2)

BRANCH: Office of the Director-General

DIRECTORATE: Internal Audit, Risk Management and Forensic Investigations

SALARY: Remuneration will be in line with the requirement of the Treasury Regulation – TR 20.2.3

CENTRE: Pretoria

REQUIREMENTS: Applicants must be in possession of a Postgraduate qualification in the field of either Accounting, Internal Auditing, Risk Management, Information Communication Technology, or Law. Possession of a CA (SA), CIA, CISA, CFE qualification will be an added advantage. Experience: Applicants must have a sound knowledge and experience in Internal Audit, Governance and Risk Management; Combined Assurance and Integrated Reporting or Information Communication Technology; Strategy Development, Implementation and Monitoring or Legal. A proven record of service and membership with any one of the following Committees: Audit Committee, Risk Management Committee, IT Steering Committee, Ethics Committee and/or any Governance Body is a prerequisite.

Attributes and Skills: Independence, integrity, objectivity, reliability, sound knowledge of public sector environment, knowledge of governance and risk management principles and control processes, good communication skills, strong leadership skills, knowledge of the public administration industry. Independence from all operations of the Department of Basic Education.

DUTIES: The primary objective of the Audit Committee is to review the Departments compliance with the laws and regulations of any applicable statute and/or controlling bodies, and express a view accordingly in the annual report. The committee discharges its responsibilities in accordance with the provisions of the PFMA, Treasury Regulations and approved Audit Committee Charter. Review the processes and reporting of performance and financial information. Obtain appropriate assurance that controls are in place and effective in addressing e.g. Compliance, IT and Fraud Risks.

NOTE: The successful candidate may be required to undergo a competency test and will be subjected to a security clearance.

ENQUIRIES: Ms N Sathege 012 357 3290/ Ms M Mahape-012 357 3291