

DEPARTMENT OF BASIC EDUCATION

The employment decision shall be informed by the Employment Equity Plan of the Department. It is the Department's intention to promote equity (race, gender and disability) through the filling of this post(s) with a candidate whose transfer / promotion / appointment will promote representivity in line with the numerical targets as contained in our Employment Equity Plan. The Department reserves the right to withdraw posts, if by doing so, the interests of the Department will be best served.

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 or the Department of Public Service and Administration vacancy circulars at www.dpsa.gov.za

FOR ATTENTION:

Ms J Masipa/Ms N Monyela

CLOSING DATE:

15 January 2021

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 (The certification must be not older than six (6) months from the date of the advert). NB as of 1st 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. Applications received after the closing date, e-mailed or faxed applications will not be considered. (Drivers' License and registration certificate must be attached if required).

POST:

DEPUTY DIRECTOR-GENERAL: OFFICE OF THE DIRECTOR-GENERAL REF NO: 28826/01

Branch: Office of the Director-General

SALARY:

All-Inclusive remuneration package of R1 521 591 per annum

CENTRE:

Pretoria

Applications are invited from appropriately qualified persons for this senior management position in the Department of Basic Education in Pretoria. The position requires a proactive person with strong conceptual, strategic and operational leadership skills as well as proven management ability. The successful candidate will be responsible for providing support to the Office of the Director-General.

REQUIREMENT:

Applicants should have a relevant undergraduate qualification (NQF level 7) and post graduate qualification as recognised by SAQA; 8-10 years' experience at senior management level (5 years must be as a member of the SMS in the Public Service), coupled with proven experience in providing support to the office of Director-General.

Process competencies: Knowledge Management, Service Delivery Innovation, Problem solving and analysis, Client orientation and Customer focus, Communication skills. **Core Competencies:** Strategic capacity and leadership, People Management and Empowerment, Financial Management, Change management. The candidate must be confident, trustworthy, accurate, adaptable and diplomatic. Applicants must have a valid driver's license and be willing to travel extensively.

DUTIES:

The successful candidate will be responsible for co-ordinating Business and Parliamentary process. Overseeing and reporting on the implementation of department policies programmes and initiatives. Assisting in the servicing of Director-General clusters, Parliament and Cabinet. Co-ordinating the functions of the offices of the Minister, Deputy Minister and the Director-General. Managing communication services of the Department. Managing Support services to be rendered to provincial education departments. Managing International Relations in the Department, UNESCO throughout the Republic of South Africa and Co-ordinating intergovernmental and stakeholder relations and strategic partnerships. The ideal candidate would have vision, a mature sense of leadership and proven management abilities. In addition, the successful candidate should be an effective communicator with the ability to define, develop and manage strategic areas of responsibility.

POST:

DEPUTY DIRECTOR-GENERAL: CURRICULUM POLICY, SUPPORT AND MONITORING REF NO: 28810/01

BRANCH:

CURRICULUM POLICY, SUPPORT AND MONITORING

SALARY:

All-Inclusive remuneration package of R1 521 591 per annum

CENTRE:

Pretoria

Applications are invited from appropriately qualified persons for this senior management position in the Department of Basic Education in Pretoria. The position requires a proactive person with strong conceptual, strategic and operational leadership skills as well as proven management ability. The ideal candidates should have the ability to develop curriculum and assessment, policy and support, monitor and evaluate curriculum implementation supported by Umalusi.

REQUIREMENTS:

An appropriate recognised undergraduate qualification (NQF level 7) and post graduate qualification as recognized by SAQA in the Social, Education or Management Sciences field; At least 8-10 years' experience at senior managerial level (5 years must be as a member of the SMS in the Public Service). The ideal candidate should be an effective communicator with the ability to develop curriculum and assessment policy for skills and competencies for a changing world, monitor and evaluate curriculum implementation supported by Umalusi. Extensive professional and practical experience in the field of education/curriculum is essential. **Process competencies:** Knowledge Management, Service Delivery Innovation, Problem solving and analysis, Client orientation and Customer focus, Communication skills. **Core Competencies:** Strategic capacity and leadership, People Management and Empowerment, Financial Management, Change management. The candidate must be confident, trustworthy, accurate, adaptable and diplomatic. Applicants must have a valid driver's license and be willing to travel extensively.

DUTIES:

The successful candidate will be responsible for policy support and monitoring of curriculum (GET and FET) from Grades R to 12 including Special Needs Education; Policy support for Learners with special education needs, Curriculum Innovation, National Strategy for Learner Attainment (NSLA), rural Education and E-Learning; Increase learner

participation and success rate to meet the goals of the National Development Plan and Action Plan 2019 Towards the realization of schooling 2030; Manage learner qualification improvement programmes; provide strategic leadership to the Technical Support and Language Units; Implement, support, and monitor curriculum for Grade R to 12 and special interventions and support programmes to provinces, districts and schools; Monitor and support CAPS implementation and strengthening school based assessment; Monitor and support the implementation of the National Curriculum Statement (NCS) on reading in grade R-9 in order to improve teaching and learning; Provide quality education for learners with Special Education Needs and home schooling; Ensure that learners with severe to profound intellectual disabilities access quality publicly funded education and support.

NOTE:

A Certificate for SMS pre-entry programme is required for all SMS appointment, the full details of the outlined requirements and course information can be sourced by following the link. [https://www.thensg.gov.za/training-course/sms-pre-entry programme/](https://www.thensg.gov.za/training-course/sms-pre-entry-programme/). All shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical element of the job, the logistics of which will be communicated by the department. Following the interview and the technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. The incumbent will have to sign an annual performance agreement as well as annually disclose his/her financial interests and be subjected to a security clearance.

ENQUIRIES:

Ms N Monyela Tel No: (012) 357 3294/ Ms J Masipa Tel no: (012) 357 3295.