

## 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 representatively 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](http://www.education.gov.za)

**FOR ATTENTION:**

Ms M Mahape/ Ms N Sathège

**NOTE:**

Applications must be submitted on Form Z83 obtainable from any Public Service Department and must be accompanied by a comprehensive CV, ID and qualifications. Drivers' License and registration certificate must be attached if required. Required documents need not be certified when applying for a post, only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from HR. Applicants who do not comply with the above mentioned requirements will not be considered. Applications received after the closing date, e-mailed or faxed applications will not be considered.

**CLOSING DATE:**

17 September 2021

**POST:**

**DIRECTOR: (Ref: DBE/DCPTD/01)**

Branch: Teacher, Education Human Resources and Institutional Development

Chief Directorate: Education Human Resources Development

Directorate: Continuing Professional Teacher Development

**SALARY:**

All Inclusive remuneration package of R1 057 326.00 per annum (Level 13)

**CENTRE:**

Pretoria

**REQUIREMENTS:**

A three-year relevant Bachelor's degree or equivalent qualification (NQF Level 7) as recognized by SAQA; A minimum of five years' relevant experience in middle/senior managerial level in the education sector; Extensive experience in quality and diversification of curriculum delivery and the design of continuing professional teacher development programs; Good communication (verbal and written) skills, presentation skills, analytical skills, strategic planning and reporting skills, computer literacy, leadership skills, project management, stakeholder management skills, risk management and financial management skills; Should be a strategic thinker who has the ability to lead within a diverse environment; Should be able to work under pressure.; Candidate should have ability to maintain sound interpersonal relations; Preference will be given to candidates who have a working knowledge of the Education Policies, PFMA and Treasury Regulations applicable to the public service, NEPA, Educators Employment Act, SASA, Teacher Development Framework and Policies; A good understanding of Curriculum and teacher development within the sector; A sound and through understanding of the Education Sector. **Core Competencies:** Strategic capacity and leadership, People Management and Empowerment, Financial Management, Change management.

**DUTIES:**

The successful candidate will be responsible for managing and developing innovative and effective teacher development systems and programme; Driving the Continuing Professional teacher development (CPTD) management system; Developing continuing professional teacher development courses that are pedagogically sound, data driven and content rich; Developing and maintaining an ICT platform to make quality professional development opportunities accessible to all teachers; Monitoring and evaluation of the impact and efficacy of the teacher development initiatives; Communicating improved teacher development strategies and practices. Providing strategic leadership to staff and developing annual plans; Managing the finances of the Directorate in line with the Public Finance Management Act;

**NOTE:**

A Certificate for SMS pre-entry programme is required for all SMS appointments, 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. 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 M Mahape Tel No: 012 357 3291/Ms N Sathege Tel No: (012) 357 3290