

DEPARTMENT OF PLANNING, MONITORING AND EVALUATION



- APPLICATIONS** : Applications must be sent to: The Department of Planning, Monitoring and Evaluation (DPME), Attention: Human Resource Admin & Recruitment, by email to [HR@dpme.gov.za](mailto:HR@dpme.gov.za) or hand delivered at 330 Grosvenor Street, Hatfield, Pretoria.
- CLOSING DATE** : **18 September 2020 @ 16:30 pm**
- WEBSITE** : [www.dpme.gov.za](http://www.dpme.gov.za)
- The relevant reference number must be quoted on all applications. The successful candidate will have to sign an annual performance agreement and will be required to undergo a security clearance. Applications must be submitted on a signed Z.83 accompanied by copies of all qualifications, Identity Document, valid driver's license (where driving/travelling is an inherent requirement of the job), proof of citizenship if not RSA citizen, and a comprehensive CV specifying all experience indicating the respective dates (MM/YY) as well as indicating three reference persons with the following information: name and contact number(s), email address and an indication of the capacity in which the reference is known to the candidate. Applicants will be required to meet vetting requirements as prescribed by Minimum Information Security Standards.
- NOTE** : Failure to submit the above information will result in the application not being considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Reference checks will be done during the selection process. Note that correspondence will only be conducted with the short-listed candidates. If you have not been contacted within six (6) months of the closing date of the advertisement, please accept that your application was unsuccessful. Shortlisted candidates must be available for interviews at a date and time determined by DPME. Applicants must note that pre-employment checks will be conducted once they are short-listed and the appointment is also subject to positive outcomes on these checks, which include security clearance, security vetting, qualification verification and criminal records. Shortlisted candidates will be required to complete a written test as part of the selection process. For salary levels 11 to 15, the inclusive remuneration package consists of a basic salary, the state's contribution to the Government Employees Pension Fund and a flexible portion in terms of applicable rules. SMS will be required to undergo a Competency Assessment as prescribed by DPSA. All candidates shortlisted for SMS positions will be required to undergo a technical exercise that intends to test the relevant technical elements of the job. The DPME reserves the right to utilise practical exercises / tests for non-SMS positions during the recruitment process (candidates who are shortlisted will be informed accordingly) to determine the suitability of candidates for the post(s). The DPME also reserves the right to cancel the filling / not to fill a vacancy that was advertised during any stage of the recruitment process. **Entry level requirements for SMS posts:** In terms of the Directive on Compulsory Capacity Development, Mandatory Training Days & Minimum Entry Requirements for SMS that was introduced on 1 April 2015, a requirement for all applicants for SMS posts from 1 April 2020 is the successful completion of the Snr Management Pre-Entry Programme as endorsed by the National School of Government (NSG). The course is available at the NSG under the name **Certificate for entry into SMS** and the full details can be obtained by following the below link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/> The successful candidate will be required to provide proof of completion of the NSG Public Service Senior Management Leadership Programme Certificate for entry into the SMS.
- POST** : **SENIOR SECTOR EXPERT: ECONOMY REF NO 025/2020**  
Chief Directorate: Economy
- SALARY** : R1 057 326 per annum (Level 13) (all-inclusive salary package). The remuneration package consists of a basic salary, the State's contribution to the Government Employees Pension Fund and a flexible portion that may be structured according to personal needs within the relevant framework.
- CENTRE** : Pretoria
- MINIMUM REQUIREMENTS** : A relevant 3-year tertiary qualification (NQF 7) in Economics, Econometrics, Development Studies or equivalent with at least 8 years' appropriate experience in Economics of which 5 years' at MMS (Deputy Director or equivalent). A relevant post-graduate qualification (NQF 8) and/or specialist training courses will be an added advantage. Proof of successful completion of the NSG Public Service Senior Management Leadership Programme (Certificate for entry into the SMS level) Competencies / Skills: strong research skills and report writing skills. The candidate

must also demonstrate advanced capabilities in respect to the development, implementation and monitoring of related policies and procedures; analytical skills, excellent financial, HR and strategic management skills; good interpersonal relations and communication skills. A sound knowledge of Microsoft Office applications is essential. Personal attributes: The incumbent must be assertive and self-driven, innovative and creative, client orientated and customer focused, solution orientated and able to work under stressful situations and the ability to maintain high levels of confidentiality. The candidate must be willing to travel.

**DUTIES**

The successful incumbent will be responsible to provide technical support to the National Planning Commission with respect to the Economy sector. This entails giving support to the National Planning Commission and economy work stream and supervising commissioned research for the National Planning Commission. Prepare and review economic research documents and coordinate policy in relation to the implementation of the National Development Plan. Ensuring the Chief Directorate's statutory responsibilities in terms of the Public Finance Management Act (PFMA) and DPSA prescripts are adhered to and ensuring effective and efficient Human Resources planning, business/operational and performance annual planning as well as management of procurement within the Chief Directorate and ensuring sound corporate governance mechanisms for the Chief Directorate.

**ENQUIRIES**

Mr N Nomlala Tel No: (012) 312-0452.

**POST**

**INDEPENDENT RISK AND COMPLIANCE MANAGEMENT COMMITTEE  
CHAIRPERSON (THREE (3) YEARS CONTRACT) REF NO 026/2020**  
Directorate: Risk, Anti-Corruption & Integrity Management

In terms of Section 38 of the Public Finance Management Act (PFMA), the Department of Planning, Monitoring and Evaluation requires the services of a qualified and interested person to serve as the Chairperson of the Risk and Compliance Management Committee.

**SALARY**

Compensation will be in accordance with rates as determined by National Treasury. Schedules in this regard are issued annually with specific hourly or daily rates. All other refundable expenses are based on the Department's related policies in line with the National Treasury guidelines.

**CENTRE**

Pretoria

**MINIMUM  
REQUIREMENTS**

A minimum of a Bachelor's Degree and a Post-Graduate Degree in Auditing, Risk Management or Business Administration. Qualifications such as CA /MBA /CIA or CRM Practitioner, will be an added advantage. The ideal candidate should have 5 - 10 years management experience gained from Strategic Management, Risk Management and/or an Auditing / Financial, Anti-Fraud and Corruption environments, preferably in the public service. Previous experience of serving in the Risk Management Committee and/or Audit Committee will be advantageous. The ideal candidate must have excellent knowledge of the Risk Management, Corporate Governance, Compliance Management, Public Finance Management Act and Treasury Regulations, Enterprise Wide Risk Management (EWRM), ISO 31000 Standard, COSO model and Public Sector Risk Management Framework. Applicants should be independent and knowledgeable on the status of their position as Chairperson of the Risk and Compliance Management Committee. The ideal candidate should have good technical skills. Produce good quality of work, be reliable, acceptance of responsibility and take initiative. Should have good communication skills and interpersonal relations, should be flexible and have the ability to work with a team. Planning and execution skills. Ability to work under pressure and meet tight deadlines.

**DUTIES**

The successful candidate will be responsible to assist the Accounting Officer/Authority in the effective execution of his/her responsibilities and fulfil oversight responsibilities with regard to Governance, risk management, internal control, legal and regulatory compliance, external and internal audit, fraud and irregularities. Assist the Accounting Officer in building trust and confidence on how the Department is managed and regulate and discharge all the responsibilities as contained in the Risk Management Committee Charter.

**ENQUIRIES**

Mr N Nomlala Tel No: (012) 312-0452.