



FREE STATE PROVINCIAL GOVERNMENT VACANCY CIRCULAR 24/2010

TO ALL HEADS OF PROVINCIAL DEPARTMENTS

ADVERTISEMENT OF POSTS: DEPARTMENT OF COOPERATIVE GOVERNANCE & TRADITIONAL AFFAIRS

The above-mentioned circular is attached for your information. The content thereof should be brought to the attention of all staff.

Please take note that all enquiries with regard to the circular should be made to the official as indicated in the circular not to the Human Resource Advice, Co-ordination and Management Directorate: Department of the Premier.

DEPARTMENT OF THE PREMIER

DATE: 06/08/2010



FREE STATE PROVINCE

FREE STATE PROVINCIAL GOVERNMENT

Free State Provincial Government is an equal opportunity affirmative action employer. It is our intention to promote representativity (race, gender and disability) in the Province through the filling of these posts and candidates whose appointment/promotion/transfer will promote representativity will receive preference.

DEPARTMENT OF COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS

Directions to applicants Applications must be submitted on form Z.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (a transcript of results must be attached), driver's license, identity document and a C.V. (Separate application for every vacancy). Applicants are requested to complete the Z83 form properly and in full. Qualification certificates must not be copies of certified copies. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. No e-mailed or faxed applications will be considered. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful.

POST: CHIEF DIRECTOR: SYSTEMS AND CAPACITY BUILDING
REFERENCE NO: COGTA 5/2010

SALARY: Level 14 – An all-inclusive package of R790 953 per annum. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance.

CENTRE: BLOEMFONTEIN

REQUIREMENTS:

- A Degree/Diploma.
- Extensive experience in Management

DUTIES:

- Provide strategic leadership to the Chief Directorate
- To oversee and advice on the implementation of local government policies and regulations
- Oversee the development and implementation of capacity building strategies and programmes (including Project Consolidate) to support local government
- Manage the implementation of Disaster Management, Legislation and Policy
- Co-ordinate the Local Government Performance Management and reporting systems
- Support the implementation of strategies that will contribute towards the establishment of a single public service, and manage organizational development initiatives that support a service orientated local government
- Oversee the implementation of policies to transform local government finance
- Co-ordinate and oversee the implementation of municipal finance related legislation, Municipal Finance Management and Municipal Property Rates Act and Legislation
- To oversee the development and implementation of policies to transform local government
- Contribute towards the development of a 5-year Strategic Plan and an Annual Business Plan and guide, manage and co-ordinate resources towards the successful implementation thereof, thereby enhancing the overall performance of the Department and maximizing the spending of allocated funds.
- Participate in various national, provincial departmental and municipal committees and fora on matters related to local governance in the Free State Province and report monthly, quarterly and annually on matters related to local government
- Render advice to stakeholders in local governance toward improved service delivery

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ENQUIRIES:

Mr. TS Mokoena....., Telephone number: 051 403 3643

**APPLICATION FOR THE DEPARTMENT OF COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS TO
BE SUBMITTED TO:**

Quoting the reference number, must be forwarded to Ms. S. Phillips, P.O Box 211, Bloemfontein 9300 or delivered by Hand in the box provided in the entrance at Lebohang Building Bloemfontein

CLOSING DATE: 23 August 2010



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POST: CHIEF DIRECTOR: MUNICIPAL INFRASTRUCTURE
REFERENCE NO: COGTA 4/2010

SALARY: Level 14 – An all-inclusive package of R790 953 per annum. The remuneration package consists of the basic salary, the Government's contribution to the Government Employee Pension Fund and flexible portion, which may be structured in terms of the rules for the structuring of the flexible portion and which may include a 13th cheque, motor car allowance, home owner's allowance and medical aid assistance.

CENTRE: BLOEMFONTEIN

REQUIREMENTS:

- A Degree/Diploma.
- Extensive experience in Management

DUTIES:

- Ensure Inter-Governmental implementation and compliance with the Policy Framework on the provision of FBS
- Ensure equitable, transparent and efficient distribution of the Provincial Infrastructure Fund (PIF) aligned to municipal IDPs and the Free State Growth and Development Strategy
- Mobilize additional resources for infrastructure services and poverty alleviation programmes and initiatives
- Effective project management and monitoring of MIG and PIF projects and intervention strategies
- Forge strategic partnerships for implementation of ISRDP, Urban Renewal and MIG
- Oversee the implementation of MIG
- Provide strategic leadership with URP and ISRDP in line with set objectives
- Overall co-ordination, responsibility and macro-management of the URP en ISRDP
- Act as a provincial technical champion for ISRDP
- Contribute towards the development of a 5-year Strategic Plan and an Annual Business Plan and plan, guide, manage and co-ordinate resources towards the successful implementation thereof, thereby enhancing the overall performance of the Department and maximizing the spending of allocated funds
- Participate in various national, provincial departmental and municipal committees and fora on matters related to local governance in the Free State Province and report monthly, quarterly and annually on matters related to local government
- Render advice to stakeholders in local governance toward improved service delivery
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