



LIMPOPO

PROVINCIAL GOVERNMENT

REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF
**PUBLIC WORKS, ROADS
AND INFRASTRUCTURE**

Ref: S4/1

**TO: ALL HEADS OF DEPARTMENTS
LIMPOPO PROVINCIAL GOVERNMENT**

**FROM: THE HEAD OF DEPARTMENT: PUBLIC WORKS, ROADS
AND INFRASTRUCTURE**

**DEPARTMENTAL CIRCULAR NO 15 OF 2019: ADVERTISEMENT OF VACANT
POST**

1. Applications are invited for the filling of vacant post, which exists in the department as outlined in the attached annexure.
2. Applications should be submitted on the Z83 forms obtainable from any Public Service Department or can be downloaded from www.dpsa.gov.za / www.labour.gov.za. Applications must be completed in full, accompanied by not more than three (3) months certified copies of educational qualification, identity documents, a comprehensive Curriculum Vitae and valid Code EB vehicle driver's license with exempting applicants with disabilities.
3. Applications without attachments will not be considered. A specific reference number for the post applied for must be quoted in the space provided on Z83 form. **NB! YOU ARE KINDLY REQUESTED TO COMPLETE A, B AND C OF THE Z83 IN FULL.**
4. Applications should be forwarded to:


**The Head of Department
Department of Public Works, Roads and Infrastructure
Private Bag X9490
POLOKWANE
0700**

43 Church Street, Polokwane, 0699, Private Bag X9490, POLOKWANE, 0700
Tel: (015) 284 7001, (015) 284 7030 website: <http://www.dpw.limpopo.gov.za>

The heartland of Southern Africa - development is about people!

Or hand delivered to Works Towers Building, No. 43 Church Street,
Polokwane, 0699

5. The contents of this circular must be brought to the attention of all employees within the Limpopo Provincial Government.
6. Applicants with foreign qualifications remain responsible for ensuring that their qualifications are evaluated by the South African Qualifications Authority (SAQA) and therefore **must** attach certified copies of certificates of evaluation by the SAQA.
7. Successful incumbents will be expected to sign a performance agreement within one month after assumption of duty and also be required to disclose their financial interests in accordance with the prescribed regulations.
8. All shortlisted candidates for Senior Management Services (SMS) posts will be subjected to technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the Department. Following the interview and 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.
9. All shortlisted candidates will be subjected to a security clearance and verification of qualifications. Shortlisted applicants will be required to provide their original qualification certificates and ID on the day of the interviews for verification purposes. The recommended candidates for appointment will be subjected to Personnel Suitability Check (criminal records, credit records check and security reasons).
10. All general enquiries should be directed to Messrs. Malose Moabelo, Matome Malemela and Mathume Mabilo at 015 284 7627/7606 /7607.
11. The closing date for submission of application is **Friday, the 25th October 2019 at 16h00. Late applications, emails or faxed applications will not be considered. Failure to comply with the above requirements will result in the disqualification of the application.**

12. Correspondence will be limited to short-listed candidates only due to the large number of applications we envisage to receive and if you have not heard from us within 90 days of the closing date, please accept that your application has been unsuccessful. However, should there be any dissatisfaction, applicants are hereby advised to, within 90 days, request reasons from the Department for any administrative action which has adversely affected them in terms of section 5, sub-section 1 and 2 of the Promotion of Administrative Justice Act 3 of 2000.
13. The Department reserves the right not to make any appointment to the posts advertised. The employment decision shall be informed by the Employment Equity Plan of the Department.
14. The contents of this circular will also be posted on the following websites www.pw.limpopo.gov.za / www.limpopo.gov.za / www.dpsa.gov.za.
15. Department of Public Works, Roads and Infrastructure is an equal opportunity employer with clear employment equity targets. The Department is committed to providing equal opportunities and affirmative action employment practices. It is our intention to promote representation in terms of race, gender and disability. Women and people with disabilities are encouraged to apply. 



Mr. D. T SEROKA
HEAD OF DEPARTMENT

2019/09/10

DATE

ADVERTISEMENT OF POST: DEPARTMENT OF PUBLIC WORKS, ROADS & INFRASTRUCTURE

Post : Chief Director: Construction Management
Ref. No. : S4/3/2/6/2019
Branch : Construction Management
Salary Package : R1 251 183.00 per annum (to be structured according to individual needs)
Salary Level : 14
Centre : Head Office - Polokwane

MINIMUM REQUIREMENTS: An undergraduate qualification (NQF level 7) as recognized by SAQA in Built Environment/ Construction Project Management / Construction Management / Management of Civil Engineering Construction / Quantity Survey / Architect or related field. Five (5) years' working experience at a senior managerial level in Construction Management Environment. Compulsory registration with the relevant professional Council (i.e. SACPCMP, SACAP, ECSA or SACQSP) as Professional Construction Project Manager, Architect, Quantity Surveyor. Valid vehicle (Code EB) driver's license with exception of persons with disabilities).

CORE AND PROCESS COMPETENCIES:

Strategic Capability and Leadership, Programme and Project management, Change Management, Financial Management, People Management and Empowerment, Knowledge Management, Problem Solving and analysis, Client orientation and Customer Focus, Communication.

DUTIES: KEY PERFORMANCE AREAS:

Manage the Provincial Infrastructure Programme: Develop Service Delivery agreements jointly with client departments; Monitor adherence to timeframes, budgets and quality assurance standards for all contracts being implemented by the Districts on behalf of the Provincial Departments; Report progress regarding implementation of infrastructure projects to relevant Governance structures

Manage the Provincial Infrastructure Project: Manage the allocation of projects to Districts; Manage the handing over of sites activities; Manage the construction works; Manage the works of the consultants

Manage the Provincial Infrastructure Programme close-out: Manage the completion of the projects e.g. certification of completed works; Manage the preparation of projects close-out reports e.g. final account and Section 42 of PFMA documentation

Coordinate the provincial Infrastructure cluster reporting: Obtain and consolidate infrastructure reports from provincial departments e.g. consolidated monthly reports and programmes of action; Presentation of reports to infrastructure cluster forum

Manage and utilize resources (human, financial & physical) in accordance with relevant directives and legislation: Give direction to team in realising the Chief Directorate's strategic objectives; Develop action plans to execute strategic initiatives; Ensure proper implementation of the budget by monitoring, projecting & reporting expenditure; Monitor and report on the utilisation of equipments; Co-ordinate memorandum of understanding, service level agreements and expenditure review; Ensure that the division is adequately staffed; Evaluate and monitor performance and appraisal of employees; Ensure capacity and development of staff; Manage discipline