



telecommunications & postal services

Department:
Telecommunications and Postal Services
REPUBLIC OF SOUTH AFRICA



The Department of Telecommunications and Postal Services (formerly known as the Department of Communications) is inviting applications from persons who are suitably qualified. The Department is an equal opportunity department and its intention is to promote equity through the filling of posts.

All Senior Management Service appointments are subject to security clearance procedures before or after assumption of duty and signing of a performance agreement. Compulsory competency assessments will be conducted for all SMS posts.

Chief Director: ICT Macro Infrastructure Applications

Branch: ICT Infrastructure Development

Salary: An all-inclusive package of R988 152 per annum (Ref. 114077/1)

Requirements: • A relevant ICT Engineering degree or equivalent qualification at NQF level 7 • At least 7-9 years' experience in a senior management position • Knowledge of and experience in working in the ICT infrastructure development field • A proven track record of experience in managing and leading people, projects, budgets and finance, risks, strategic planning, organisational performance and corporate governance • A postgraduate qualification (Master's) in the field would be an added advantage. **Competencies:** • Knowledge of the Electronic and Communication Act, Broadcasting Act, Independent Communication Authority of South Africa Act, Public Service Act, PFMA and other Financial Regulations, Government policies, Departmental policies, procedures and practices, Public Service Regulations, policy analysis and development and the Higher Education environment • Excellent skills in communication (both written and verbal), strategic management, programme and project management, knowledge management, change management, financial management, problem solving and analysis, people management, service delivery innovation, client orientation and customer focus, diversity management, leadership, risk management and corporate governance.

Key performance areas: • Oversee the development of ICT Macro Infrastructure Application policies, strategies and policy directions in order to support the development and deployment of relevant infrastructure applications • Develop and implement the strategic direction for the Chief Directorate • Facilitate the delivery of the ICT macro infrastructure and services for e-Education • Facilitate the delivery of the ICT macro infrastructure and services for e-Health • Facilitate the delivery of the ICT macro infrastructure and services for e-Government • Ensure integration of e-services to the national broadband strategy • Manage the resources within the ICT Macro Infrastructure Applications Component.

Director: External Communications and Marketing

Branch: Administration

Salary: An all-inclusive package of R819 126 per annum (Ref. 114077/2)

Requirements: • A relevant degree/diploma in Communications/Journalism/Public Relations/Marketing or equivalent relevant qualification at NQF level 7 • At least 5-6 years' experience in a senior management position in the Communications and Marketing environment. **Competencies:** • Knowledge of applicable legislation, ie Public Finance Management Act, Treasury Instructions, Public Service Act and Public Service Regulations, Electronic Communications Act, Broadcasting Act, Independent Communication Authority of South Africa Act, as well as functioning of national, provincial and Local Government, structure and functioning of the Department, Parliamentary protocol processes, linkages with government clusters, media and marketing industry, cross-cultural knowledge, client relations • Knowledge of and experience in working with major projects and events management within the ICT sector and a proven track record of experience in managing and leading people, projects, budgets and finance, risks, strategic planning, organisational performance and corporate governance • Excellent communication (both written and verbal), strategic management, programme and project management, knowledge management, financial management, problem-solving and analysis, people management/leadership, service delivery innovation, diversity management and risk management skills • Client orientation and customer focus.

Key performance areas: The successful candidate will manage the positioning of the Department favourably internally and externally through identifying appropriate communication channels and platforms. He/she will: • Develop a comprehensive marketing strategy for the Department in order to position the Department favourably amongst its external stakeholders • Develop an external communications strategy to support the Department's projects in order to improve information flow • Identify and prioritise opportunities to promote the Department's projects and programmes externally (exhibitions and public relations) • Manage the implementation of the corporate identity within the Department in order to brand the Department • Manage the implementation of communication strategies in support of government programmes (Youth Months, Imbizos, Women's Month) • Manage resources within the Directorate in order to achieve the strategic objectives of the Media and Communications Chief Directorate • Represent the Department at intergovernmental communications forums in order to promote Government's programme of action.

Director: SOE Postal

Branch: SOE Oversight and ICT Enterprise Development

Salary: An all-inclusive package of R819 126 per annum (Ref. 114077/3)

Requirements: • A recognised Bachelor's degree in Accounting and Finance with completed articles with an audit firm • At least 5-6 years' experience in a management position in the accounting and finance field, of which 3 years should have been in working with financial statements and financial management records, processes and/or structures • A qualified Chartered Accountant with a minimum of 2 years' experience will be an added advantage. **Competencies:** • Knowledge of ICT legislation and understanding of ICT • Knowledge of the South African Post Office Act, PFMA and other Financial Regulations, King III Report, Government policies, departmental policies and procedures, and departmental prescripts • Exposure to the postal sector • Communication (both written and verbal), interpersonal, problem-solving, people management and empowerment, knowledge management, change management, financial analysis and management, programme and project management skills • Strategic capabilities and leadership • Client orientation and customer focus.

Key performance areas: The successful candidate will oversee the accountability of Postal Sector SOEs for the Department. He/she will: • Monitor the implementation of Postal Sector policies and procedures as they apply to Postal Sector SOEs • Monitor the implementation of good corporate governance practices in the Postal Sector SOEs • Manage all resources (human, financial, assets) within the Directorate to ensure that they are optimally utilised and directed towards meeting the objectives of the Department • Provide detailed analysis and critique of all forms of financial and operational performance information of the SOE • Critique all financial and operational reports identifying any/potential operational and management inefficiencies and provide recommendations on corrective actions • Provide detailed cost analysis of various strategic interventions undertaken by or on behalf of the SOE.

Director: SOE Post Bank

Branch: SOE Oversight and ICT Enterprise Development

Salary: An all-inclusive package of R819 126 per annum (Ref. 114077/4)

Requirements: • A recognised Bachelor's degree in Accounting/Finance/Economics • At least 5-6 years' management experience in the accounting and finance field, of which 3 years should have been in a banking environment • A postgraduate degree or equivalent postgraduate qualification in Accounting/Finance/Economics/Banking Law or qualified as Chartered Accountant will be an added advantage. **Competencies:** • Knowledge of the Electronic Communications Act, Banks Act, Postbank Act, FICA, South African Post Office Act, Independent Communications Authority of South Africa Act, Public Service Act, PFMA and other Financial Regulations, Government policies, Public Service Regulations, and King III Report • Excellent communication (both written and verbal), strategic management, programme and project management, knowledge management, change management, financial management, problem-solving and analysis (financial and non-financial) and people management skills • Service delivery innovation • Client orientation and customer focus.

Key performance areas: The successful candidate will oversee accountability of the Postal Bank on behalf of Government. He/she will: • Monitor the implementation of the Post Bank policies and procedures • Oversee the implementation of good corporate governance practices by Post Bank • Manage all resources (human, financial, assets) within the Directorate to ensure that they are optimally utilised and directed towards meeting the objectives of the Department • Oversee corporatisation of Post Bank • Provide detailed analysis and critique of all forms of financial and operational performance information of the SOE • Critique all financial and operational reports identifying any/potential operational and management inefficiencies and provide recommendations on corrective actions • Provide detailed cost analysis of various strategic interventions undertaken by or on behalf of the SOE • Monitor the implementation of good corporate governance practices in the Postal Sector SOEs • Manage all resources (human, financial, assets) within the Directorate to ensure that they are optimally utilised and directed towards meeting the objectives of the Department • Provide detailed analysis and critique of all forms of financial and operational performance information of the SOE • Critique all financial and operational reports identifying any/potential operational and management inefficiencies and provide recommendations on corrective actions • Provide detailed cost analysis of various strategic interventions undertaken by or on behalf of the SOE.

Director: SOE Governance and Support

Branch: SOE Oversight and ICT Enterprise Development

Salary: An all-inclusive package of R819 126 per annum (Ref. 114077/5)

Requirements: • A recognised Bachelor's degree in Commerce/Law, with completed articles with an Audit or Law firm and a minimum of 5 years' post-articles working experience • Alternatively, a recognised Bachelor's degree in Commerce/Law, with at least 7 years' working experience, including 5 years working with contracts, commercial and company legislation and related records, processes and governance processes, and structures or internal audit, at senior management level. **Competencies:** • Good understanding of and skills in reviewing and monitoring governance processes, practices, structures, analysing contracts, commercial legislation, Companies Act of 2008, King III, and applying them to organisational requirements or circumstances • Excellent communication (both written and verbal) skills • Good knowledge of strategic and operational planning and monitoring • Project management, financial management, risk management, people management, problem-solving and analysis skills • Good knowledge of the Public Finance Management Act, Treasury Regulations, Protocol on Corporate Governance in the Public Sector and Electronic Communications Act will be an advantage.

Key performance areas: The successful candidate will monitor the implementation of good corporate governance practices concerning Public Entities/SOEs over which the Department has oversight responsibilities. He/she will: • Monitor the implementation of governance structures, processes and practices in SOEs to ensure compliance with all appropriate legislation, SOE constitutions and shareholder agreements • Promote the implementation of good governance prescripts, frameworks and practices within the SOEs • Develop, review and monitor implementation of governance monitoring systems, policies, procedures and documents • Provide support on monitoring alignment of financial and operational performance of SOEs with legislative mandates, SOE constitutions and shareholder agreements • Manage all resources (human, financial, assets) within the Directorate to ensure that they are optimally utilised and directed towards meeting the objectives of the Department.

Applications must be submitted on a 283 Form, obtainable from any Public Service department and should be accompanied by a recently updated comprehensive CV and certified copies of all qualification(s) and ID document.

Human Communications has been retained to handle all responses for this advertisement. Please forward your application, quoting the relevant reference number and the name of the publication in which you saw this advertisement, to fax: 086 661 0044 or e-mail: dtps@humanjobs.co.za

Enquiries can be directed to Ms L Kgang/Ms L Leshaba at (012) 427-8000.

Closing date: 21 November 2014

Note: • Applications received after the closing date and without a 283 Form will not be considered • Faxed or e-mailed applications will be accepted • If applying for more than one position, each application should be on a separate application form • Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualifications Authority (SAQA) • Failure to submit the requested documents will result in your application not being considered • All qualifications are subject to verification • Due to the large volumes of responses anticipated, receipt of applications will not be acknowledged and correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date, please accept that your application was unsuccessful. Please note that CVs submitted will be destroyed after the three-month period • The Department reserves the right not to make appointment(s) to the advertised post(s).