

DEPARTMENT OF SPORT, ARTS & CULTURE HEAD OFFICE

Ref:

S4/1/1

Enq:

Mr Letsoalo Aubrey

Date:

27 September 2016

TO:

ALL HEADS OF DEPARTMENTS AND STAFF

LIMPOPO PROVINCIAL ADMINISTRATION

CIRCULAR NO: 06 OF 2016 (HRM)

ADVERTISEMENT OF POSTS FOR LIMPOPO DEPARTMENT OF SPORT, ARTS AND CULTURE (DSAC)

- 1. Applications are hereby invited for the filling of vacant posts, which exist in the Department as outlined on the attached document, **Annexure** "A".
- 2. Applications must be submitted on Z83 form obtainable from any Public Service Department / Institution or can be downloaded from www.dpsa.gov.za.
- 3. Applications must be completed in full and signed, accompanied by certified copies of an identity document; educational qualifications and a comprehensive CV. Applications without attachments will not be considered. A specific reference number for the post applied for must be quoted in the space provided in the form.
- 4. All applications should be submitted to The Head of Department, Department of Sport, Arts and Culture, Private Bag X 9549, POLOKWANE, 0700 or submitted by hand at 21 Rabe Street, POLOKWANE. Enquiries: Mr Letsoalo A @ 015 284 4038 and Ms Mothupi P.P @ 015 284 4032 Faxed or emailed will not be considered.
- 5. The contents of this circular must be brought to the attention of all employees.
- 6. All short-listed applicants will be subjected to security clearance, verification of qualifications and must provide their original certificates of the qualification and identity Document on the day of the interviews for verification purposes.
- 7. Applicant (s) recommended for appointment will be subjected to all vetting procedures
- 8. The closing date is 21 October 2016 at 16h00. Applications received after closing date will not be accepted.
- 9. If you do not receive any response from us within three (3) months after the closing date, regard your application as unsuccessful.

The incumbent will be placed in a relevant District that he/she has applied for:

10. DSAC is an equal opportunity and affirmative action employer. Women and people with disabilities are encouraged to apply.

ACTING HE DO OF DEPARTMENT

27/09/2016 DATE Ref No : Sac 2016/01: Deputy Director:Infrastructure Coodination(1 year

contract renewable based on performance for a period of

five years)

Level

12

Salary Notch:

R 726 276.00

Centre

Head Office

Requirements

Bachelor s Degree or equivalent Qualification in Built Environment (Quantity Survey, Civil Engineering, Building and or Construction Management Coupled with Relevant experience. A project management course will be an added advantage. A valid Driver's Licence.

Duties

To lead, manage and co-ordinate infrastructure projects. Conceptualise and design infrastructure projects. Oversee the development of projects plans.liase with stake holders on issues pertaining to Departmental projects. Monitor and evaluate infrastructure projects. Ensure continuous monitoring of projects implementation to agreed schedules and of the use of inputs, infrastructure and services by projects beneficiaries. Facilitate contract management manage and utilise human resource. Manage discipline and disputes