



Deputy Director: Strategic Planning and Business Performance (CMS03/2025)

Salary: R849 702 per annum (all-inclusive remuneration package)

Centre(s): Pretoria

Requirements:

Degree/National Diploma (NQF6) in Public Management / Public Administration or relevant qualification in the related field. A minimum of three (3) years' experience in the related field of which three (3) years should be at an entry/junior managerial level (Assistant Director level or equivalent). Knowledge of strategic management and service delivery improvement frameworks. Understanding of project management and financial management. Knowledge of government planning, reporting, monitoring and evaluation processes. Ability to develop and apply policies. Ability to lead a multidisciplinary team. Sound organizing, planning and excellent communication skills. Effective analytical skills, report writing, innovative and interpersonal skills. Ability to work under pressure and long hours.

Duties:

Provide strategic and annual performance planning support to the Department. Facilitate submission of branch inputs and consolidate the Strategic Plan, Annual Performance Plan, Annual Operational Plan and Service Delivery Improvement Plan. Provide monitoring, evaluation, and reporting support to the Department. Coordinate submission of branch performance reports and supporting evidence. Coordinate an analysis of reports for accuracy, completeness, validity of reported performance information and level of performance against performance indicators and targets. Verification of supporting evidence submitted by branches for reported performance. Consolidate the departmental quarterly and annual performance reports. Facilitate and submit the Department's mandatory/compliance reports to relevant entities. Develop and implement organizational performance management policy framework and guidelines for the Department. Implementation of all control measures put in place to mitigate performance management risks, continuous review, and improvement of existing control measures. Oversee maintenance of the Department's online Organizational Performance Management System and support continuous improvement of the overall DFFE performance monitoring, evaluation, and reporting system.

Applications: CMS03-2025@dffe.gov.za

Enquiries: Ms. L Tsekiso
Tel: 012 399 9661

Attention: Human Resource Management

Closing date: 24 February 2025

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- **ALL APPLICATIONS MUST BE SUBMITTED ON** a signed **new Z83 application form** (*click bold underlined text to download PDF form*) obtainable from any public service department accompanied by a recent detailed curriculum vitae only, to be considered.
 - Shortlisted candidates will be required to submit certified copies of qualifications, senior certificate, identity document and driver's license on or before the day of the interview.
 - **APPLICATIONS MAY BE FORWARDED TO:** The Director-General, Department of Forestry, Fisheries and the Environment, Private Bag X447, Pretoria, 0001 or
 - **Hand-delivered to:** Environment House, Erf 1563 Arcadia Extension 6, Cnr Soutpansberg and Steve Biko Road, Arcadia, Pretoria.
 - Or **can be emailed** to the respective email address quoting the reference number on the subject email.
 - It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA).
 - The National Department Forestry, Fisheries and the Environment, is an equal opportunity, affirmative action employer. Preference may be given to appointable applicants from the underrepresented designated groups in terms of the department's equity plan. Persons with disabilities are encouraged to apply.
 - Correspondence will be limited to successful candidates only.
 - Short-listed candidates will be subjected to screening and security vetting to determine their suitability for employment, including but not limited to: criminal records; citizenship status; credit worthiness; previous employment (reference checks); and qualification verification.
 - Short-listed candidates will be expected to avail themselves at the department's convenience.
 - **ENTRY LEVEL REQUIREMENTS FOR SENIOR MANAGEMENT SERVICE (SMS) POSTS:**
 - In terms of the Directive on Compulsory Capacity Development, Mandatory Training Days and 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 a successful completion of the Senior Management Pre-Entry Programme as endorsed by the National School of Government (NSG) prior to appointment. 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-entryprogramme/>
 - Furthermore, shortlisted candidates must provide proof of successful completion of the course.
 - All candidates shortlisted for the posts will be subjected to a technical exercise that intends to test relevant technical elements of the job.
 - Following the interview and the 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 person appointed to this position will be subjected to a security clearance, the signing of a performance agreement and an employment contract.
 - The department reserves the right not to make an appointment.
 - If you have not been contacted within three (03) months after the closing date of the advertisement, please accept that your application was unsuccessful.