NATIONAL DEPARTMENT OF HEALTH

It is the Department's intension to promote equity (race, gender and disability) through the filing of this post with a candidate whose transfer /promotion / appointment will promote representivity in line with the numeric targets as contained in our Employment Equity plan.

APPLICATIONS:	The Director-General, National Department of Health, Private Bag X399, Pretoria. 0001. Hand delivered application may be submitted at Reception (Brown Application Box), Dr AB Xuma Building, 1112 Voortrekker Rd, Pretoria Townlands 351-JR or should be forwarded to recruitment@health.gov.za quoting the reference number on the subject e-mail
FOR ATTENTION:	Ms M Shitiba
NOTE:	All short-listed candidates will be subjected to a 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 for SMS posts, 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 batteries. Applications should be submitted on the new Z83 form obtainable from any Public Service department and should be accompanied by a CV (previous experience must be comprehensively detailed). The Z83 must be fully completed (all sections), failure to complete or disclose all information will automatically disqualify the applicant. Applicants are not required to submit copies of qualification and other relevant documents on application. Certified copies of qualifications and other relevant documents will be requested prior to final selection phase. Applications should be on one PDF format. Applications received after the closing date and those that do not comply with the requirements will not be considered. It is the applicant's responsibility to have foreign qualifications and national certificates (where applicable) evaluated by the South African Qualification Authority (SAQA). The Department reserves the right not to fill the posts. The successful candidate will be subjected to personnel suitability checks and other vetting procedures. Applicants are respectfully informed that correspondence will be limited to short-listed candidates only. If notification of an interview is not received within three (3) months after the closing date, candidates may regard their application as unsuccessful. The Department will not be liable where applicants use incorrect/no reference number(s) on their applications.

<u>**POST**</u>	:	**ASSISTANT DIRECTOR: ICT PROJECTS** **(REF NO: NDOH 30/2024)**
<u>**SALARY**</u>	:	R 444 036 per annum (plus competitive benefits)
<u>**NOTE**</u>	:	**Please note that preference will be given to applicants from the coloured and Indian communities as well as persons with disabilities**
<u>**CENTRE**</u>	:	Directorate: Information Communication Technology, Pretoria
<u>**REQUIREMENTS**</u>	:	National Diploma (NQF6) in Information Technology/ Information Systems/ Project Management. Bachelor's degree will be an advantage. At least two (2) year's experience in IT environment and project management. Knowledge of a process-based approach project management practice and systems development life cycle and knowledge of Public Service Regulation and legislation. Good communication (verbal and written), policy analysis and development, planning and organising, time management and group dynamics, facilitation and coordination, negotiation and people management, interpersonal, technical, analytical, problem-solving, and computer skills (MS Office package).

DUTIES	:	Planning, scoping, and scheduling of ICT Projects in the NDOH. Ensure that project activities are implemented as planned and on time. Support and coordinate the establishment of the project management office processes and ensuring efficient implementation of ICT Project. Integrate all ICT Projects/ initiatives through developing a project plan for each initiative. Provide effective communication amongst project stakeholders. Determine the communication needs of all project stakeholders. negotiate and work with multi-disciplinary project stakeholders in delivering on project and deliverables. Work with technical people both from within the department as well as from third-party providers to ensure that the solution is delivered. Manage IT project risks and audit queries. Identify and document issues/factors uncertainties that would make the project not to succeed.
ENQUIRIES	:	Mr Aubrey Mabuza at tel no (012) 395 8647
CLOSING DATE	:	15 July 2024
MEDIA	:	PSVC and NDOH Website