

National Department of Tourism

The Department of Tourism is an equal opportunity, affirmative action employer. It is our intention to promote representivity (race, gender and disability) in the Department through the filling of these posts.

APPLICATIONS: Applications, quoting the relevant reference number must be forwarded for the attention of **E Masindi** to Department of Tourism, Private Bag X424, Pretoria, 0001 or hand deliver at Tourism House, 17 Trevenna Road, Sunnyside, Pretoria, 0001

CLOSING DATE: 13 May 2016 at 16:30 (E mailed, faxed and late applications will not be considered)

NOTE: In order to be considered, applications must be submitted on a fully completed signed Z83 form, accompanied by all required certified copies of qualifications, Identity Document, proof of citizenship/permanent residence if not an RSA citizen and a comprehensive CV (including three contactable references). It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). All instructions on the application form and this advert must be adhered to. Failure to comply with these requirements will result in the candidate being disqualified. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of this advertisement, please accept that your application was unsuccessful. The Department reserves the right not to make an appointment. Short-listed candidates will be subjected to screening and security vetting to determine the suitability of a person for employment. This is an OSD (Occupational Specific Dispensation) position. Appointment and salary will be determined by the number of years of appropriate/recognisable experience in the relevant field.

POST: **CHIEF ENGINEER GRADE A – INFRASTRUCTURE PROGRAMME (NDT11/2016) 3 YEAR FIXED TERM CONTRACT**

SALARY: R 809 988 – R 926 139 per annum (All-inclusive OSD remuneration package)

CENTRE: Pretoria

FUNCTION: To provide specialist engineering services and advice to the SRI Chief Directorate. Lead the planning, execution, monitoring and control and closure of the project (with the relevant support from the planning and implementation offices). Identify and implement expediting measures to prevent project delays.

REQUIREMENTS: An appropriate recognized four year Engineering Degree (B.Eng or BSC Eng) or relevant qualification with a minimum of 6 years post qualification experience in construction projects/building environment. Registration as a Professional Engineer with ECSA. **Competencies:** Proven track record in managing large scale construction projects/building environment in various disciplines. Sound knowledge of the JBCC, NEC, GCC and other relevant building contracts. In depth understanding of the PMBOK knowledge areas. Knowledge of relevant Acts and prescripts regarding infrastructure development. Understanding of infrastructure markets, government priorities, systems and processes at national and provincial level. Experience in planning and/or managing EPWP infrastructure projects. Knowledge of the Public Service Regulations. Knowledge of the EPWP Infrastructure guidelines. **Skills:** Strong technical, analytical and innovative problem solving skills. Programme, Project and contract management skills. Computer literacy. Good interpersonal and negotiation skills. Strong verbal and written communication skills, effective presentation and financial management skills and skills to express complex concepts in business terms. A valid driver's licence. Willingness to travel extensively.

DUTIES: Review and update the cost norms and standards documents for the SRI Programme. Develop the guideline and process documents for the SRI infrastructure projects. Review the planning, management and reporting templates for the SRI infrastructure projects. Assess the feasibility of project proposals from an engineering perspective. Representation at project planning and pre-construction meetings. Evaluate the planning documents submitted by the professional consultants and ensure that they are in line with the National and Local building codes and regulations, and that they meet the legal guidelines, environmental directives, and health and safety requirements. Evaluate the financial requests and claims submitted by the consultants and provide comments. Inspecting incomplete buildings and recommending options for repairs or demolition. Develop, implement and manage control measures for cost, time and quality in

place. Conduct regular status meetings with the appointed service providers. Conduct periodic inspection visits to project construction site(s). Evaluate invoices/claims submitted by contractors and/or professional service providers. Conduct and compile project close out reviews and lessons learnt reports. Project commissioning. Manage and facilitate the availability of all site handing over documentation. Coordinate the submission of as built drawings and user specifications where applicable; and ensure commissioning, hand over and sign-off by client. Ensure that the Occupational Health and Safety (OHS) Act and any recommendations from audits carried out within the project environment are implemented. Assure compliance to the project Environmental Approval (EA) conditions develop a culture of safety and health within the project environment by promoting the aims and benefits of proactive safety and health interventions. Advise and evaluate contractors on compliance to the approved safety plan. Review the current contract templates and make improvements where necessary. Ensure that the SRI infrastructure contract documents are aligned to the industry norms. Assist with the contractual matters relating to the SRI infrastructure contracts. Develop and issue contract instructions in accordance with the conditions of the contract (in consultation with the Legal Expert). Ensure contracts are managed in a way that is fair to all parties. Monitor performance by identifying and resolving areas of concern. Actively manage and measure progress against the contract performance. Manage and ensure adherence to the contract conditions and timelines. Review the procurement methods currently used and advice accordingly. Compile the specifications for appointing professional built consultants. Review the procurement documents (to appoint a contractor and sub-consultants) produced by the appointed consultants.

ENQUIRIES:

T Koena, Tel. (012) 444 6154

Note: short-listed candidates will be subjected to screening and security vetting to determine the suitability of a person for employment



tourism

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REPUBLIC OF SOUTH AFRICA

