**DEPUTY DIRECTOR GENERAL: CORPORATE MANAGEMENT (5 YEARS FIXED TERM CONTRACT PERFORMANCE BASED)**

**BRANCH: CORPORATE MANAGEMENT**

REF: HO/2016/09/30

**SALARY:** R 6 122 820 per annum (All-inclusive remuneration package of which a portion could be structured within applicable rules, according to the individual's needs).

**DUTIES:**
- Draft contracts and service level agreements (including addendums to contracts) for submission to Legal for validation.
- Develop and implement procedures in line with procurement policies and SLA Service Level Agreement.
- Oversee and ensure the provision of Corporate Information and Communications Technology for effective functioning of Departmental processes.
- Ensure the effective and efficient management and utilisation of resources allocated to the Department as outlined in the legislative framework for good governance. Ensure the effective utilisation and maintenance of all resources. Provide and maintain financial management systems that will enable the Branch to comply with the imperatives of the National Treasury, the Department's Transformation Plan and the Public Service, Education Policies and Strategies. A thorough understanding of Risk Management processes and the effective management of Auditor General Findings, recommendations and responses.
- Manage and support sound collective bargaining processes. Oversee and ensure the provision of effective and efficient human resource management services. Provide guidance to the Directorate: Procurement on the HR plan and transactions in respect of all clusters and Head Office. Oversee and ensure the provision of efficient and legal labour and relations services to the Department. Oversee the provision of labour relations services. Ensure that contracts are concluded and maintained in accordance with the Employment Relations Act, the Code of Conduct for SCM Practitioners and Anti-Corruption Legislation. A Valid Driver’s License.

**REQUIREMENTS:**
- An equivalent three year National Diploma in Procurement Management/Supply Chain Management/Logistics

**SALARY:**
- R 898 743.00 per annum (All-inclusive remuneration package of which a portion could be structured within applicable rules, according to the individual's needs).

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**REQUIREMENTS:**
- Management/Logistics/Commerce/IT.

**SALARY:**
- R 612 822.00 per annum (All-inclusive remuneration package of which a portion could be structured within applicable rules, according to the individual's needs).

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