



*The following vacancies exist within the Public Protector South Africa*

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**Manager: Information and Communications Technology**

**(Ref: PPSA11/18/2)**

**Location: Head Office, Pretoria**

**All-inclusive salary package: R826 053 – R973 047 per annum.**

**Requirements:** Appropriate degree or relevant 3 year qualification in ICT or related fields. A minimum of 5 years' experience in ICT environment of which 3 years should be at supervisory level that will include managing ICT support functions and back-end environment. Knowledge of SAP Business One and Case Management Systems will be an added advantage. Knowledge and understanding of ICT Governance, ICT Infrastructure Planning, Development and Management. Understanding of Business Process Re-engineering. The incumbent of this post will report directly to the Chief Information Officer.

**Competencies and skills:** Strategic thinking. Problem solving skills. Analytical skills. Negotiation skills. Decision making skills. Communication at all levels. Innovative. Continuous improvement. Research and development. Project Management. Human Resources Management. Ethical conduct. Excellent interpersonal skills. Management and leadership capabilities. Ability to drive and lead change.

**Key responsibilities and duties:** To assist the Chief Information Officer in the delivery of the Information Technology strategy and technology architectural directions as embodied in the Master Systems Plan. Leading and managing the computing environment and the overall enterprise architecture. Assist in the creation and development of plans for the ICT environment as well as the management of output. Responsible for security related to all aspects of ICT. Responsible to maintain and support Information Technology infrastructure and platforms. Oversee and manage the development and implementation of the Case Management System. Responsible for the management of outsourced contracts as well as general contract management concerning all ICT related matters. Enhance overall ICT capability in support of current and future organizational objectives. Ensure that servers and network are fully operational. Development, implementation and monitoring of ICT policies. Ensure that

backups are performed according to backup policy and procedures. Manage business continuity and disaster recovery processes. Ensure Compliance to ICT performance standards and frameworks such as COBIT, TOGAF, ITIL as per compliance regulatory requirements.

**Enquiries: Mr H Caleni @ tel 012 366 7023**

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**Senior Investigator  
(Ref: PPSA11/18/3)  
Location: Bhisho Office, Eastern Cape  
All-inclusive salary package: R854 577 per annum.**

**Requirements:** • An LLB degree or other appropriate legal qualification • A minimum of five years' investigation experience. • Good understanding of legislative prescripts that give mandate to Public Protector SA • Training on and good understanding and experience in the application of Microsoft Office applications • Understanding of South African Public Services Administration • Good understanding of the principles of governance and administration in the public sector. Knowledge and application of Case Management System (CMS) or other computer management system • A valid driver's licence and willingness to travel extensively • Fluency in English and other official language relevant to the Province/Region.

**Experience:** Investigations including Forensic Investigations. Report writing. Supervisory experience will be an added advantage

**Skills:** • Interviewing skills • Knowledge of good governance • High level of negotiation skills • Alternative Dispute Resolution (ADR) • Research skills • Case Management • Advanced report writing skills.

**Competencies:** Interpretation of legal prescripts, produce high quality reports.

**Key responsibilities and duties:** • Conduct investigations on complaints relating to: Maladministration in state organs and parastatals, Abuse or unjustifiable exercise of power or other improper conduct or undue delay by persons performing a public function, and any act or omission by persons in the employ of government which may result in improper prejudice to any person • Apply ADR mechanisms • Must have strong ability to initiate hearings, gather information and facts • Monitor and evaluate the work of investigators • Must be able to deal with complaints, resolve, rectify, make presentations and generally act without fear, favour or prejudice • Supervise staff.

**Enquiries: Adv CH Fourie @ tel 040 635 1286/7**

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**Note:** All appointments will be done in terms of the Public Protector Act and a 6 month probation period which may be extended to 12 months will be applicable. The successful candidates will be expected to sign the secrecy declaration form and performance agreement within 3 months of accepting the position.

**All successful candidates will have to undergo security clearance; vetting and competency assessments may be conducted.**

The office reserves the right not to fill the vacancies. Correspondences will be limited to the short-listed candidates. Should you not be contacted within 3 months, please consider your application to be unsuccessful.

To apply, please visit our website [www.publicprotector.org](http://www.publicprotector.org) for full details on this post. Applications must be accompanied by a covering letter with a detailed CV and 3 references (including certified copies of qualifications and ID document). The Public Protector South Africa is an equal opportunity, affirmative action employer and is committed to the achievement and maintenance of representivity (race, gender and disability). Preference will be given to the candidates whose appointment or promotion meets the requirements for Employment Equity representivity in the Office and residing in the respective Province the post is located.

**People with Disabilities, Coloured, Indians and Females will be given preference.**

**Please direct your application, stating the relevant reference number as follows:**

**Head Office, Pretoria:** Hand deliver for the attention of Ms P. Moota to Public Protector House, 175 Lunnon Road, Hillcrest Office Park, Pretoria.

**Bhisho Office, Eastern Cape:** Hand deliver for the attention of Ms N. Koliti to Unathi House, Independent Avenue, Bhisho (behind Pick 'n Pay).

Email applications to be forwarded to [Applications@pprotect.org](mailto:Applications@pprotect.org)

**Closing date: 14 December 2018**

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