

## DEPARTMENT OF MILITARY VETERANS

### THE MANDATE OF THE DEPARTMENT IS TO OVERSEE AND MANAGE GOVERNMENT'S FRAMEWORK ON MILITARY VETERANS

#### APPLICATIONS

Please forward your applications, quoting the relevant reference number, to the e-mail address below each post.

#### FOR ATTENTION

: **Mr J. Olivier**

#### CLOSING DATE

: 19 March 2021 at 16h00

#### NOTE

Applications must be submitted on a Z83 Application form, obtainable from any public service department or on the internet at <http://www.dmv.gov.za/documents/Z83.pdf> which must be signed (an unsigned Z83 form will disqualify an application) and should be accompanied by a recently updated, comprehensive CV, contactable referees (telephone numbers and email addresses must be indicated); certified copies (maximum certification of 6 months) of all qualification(s) including a Senior Certificate/Matric Certificate and ID-document. Foreign qualifications must be accompanied by an evaluation certificate from the South African Qualification Authority (SAQA). Non-RSA Citizens/Permanent Resident Permit Holders must attach a copy of his/her Permanent Residence Permit to his/her application. Failure to submit all the requested documents will result in the application not being considered. Short listed candidates will be subjected to screening and security vetting to determine the suitability of a person for employment. According to the DPSA Directive on Compulsory Capacity Development, Mandatory Training Days, requirements for appointment at Senior Management Services (SMS) should constitute the Pre-entry certificate endorsed by the National School of Government. To access the pre-certificate course, please visit: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>.

The cost of the Pre-entry Certificate will be for the account of the candidate. Successful candidates will be appointed on a probation period of twelve (12) months. The successful candidate shall be required to enter into a performance agreement within three (3) months of assuming her/his duties in the Department. The Appointment will only be made on the first notch of the advertised salary level. Correspondence will be limited to short-listed candidates only. If you have not been contacted within three (3) months after the closing date of this advertisement, please accept that your application was unsuccessful. The Department reserves the right not to make appointment(s) to the advertised post(s).

All shortlisted candidates for SMS posts may be subjected to a technical exercise that intends to test relevant technical element of the job, the logistics of which will be communicated by the department. Following the interview and possible technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment. The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools. The incumbent will have to sign an annual performance agreement as well as annually disclose his/her financial interests.

#### MANAGEMENT ECHELON

#### POST

#### DEPUTY DIRECTOR-GENERAL: MILITARY VETERANS SOCIO-ECONOMIC SUPPORT REF NO.: DMV2021/03-01

Re-advertisement: Candidates who previously applied are encouraged to re-apply

#### SALARY

R1,521,591.00 per annum (Level 15) (An all-inclusive remuneration package) comprising of a basic salary (70% of package), employer's contribution to the Government Employee Pension Fund (13% of basic salary) and a flexible portion that may be structured in terms of the applicable guidelines.

#### CENTRE

: Pretoria

#### REQUIREMENTS

Undergraduate qualification (NQF level 7) and a post graduate qualification (NQF level 8) in Public Administration, Public Management or any other related qualification as recognized by SAQA. Certificate for entry into the Senior Management Service. Eight (8) to ten (10) years' experience at senior managerial level of which five (5) must be as a member of the SMS in the Public Service. Proven managerial and strategic leadership experience. An effective

manager and leader with a proven track record of managing a complex portfolio and strategic tasks. Conversant with public service prescripts and the legislative framework governing public administration. Conversant with the legislative framework governing the delivery of benefits to military veterans. Financial management as it relates to the role and functions of an Accounting Officer under the Public Finance Management Act, 1999. Problem solving and decision making. Service delivery innovation. Change Management. People Management and Empowerment. High level of integrity and honesty. Understanding of the challenges facing military veterans in South Africa

## **DUTIES**

Assume the ultimate responsibility and accountability for all the military veterans socio-economic support services. Oversee the development, management & maintenance of military veterans database, and the registration and deregistration of military veterans. Oversee and guide the development, implementation, monitoring and review of Military Veterans Beneficiary Support strategies, policies and plans. Oversee and ensure compliance with prescripts, norms and standards in the implementation policies, strategies, programs, and projects in relation to Military Veterans benefits. Oversee and guide the seamless transition of military veterans from active service to civilian service. Oversee and guide the process of the orientation of military veterans in reference to civilian life and its implications. Oversee and guide the eligibility, verification and registration of military veterans into the national military veterans database. Oversee and guide the development of a credible military veteran's database and maintenance thereof in order to ensure integrity and security of information. Provide advisory services to the Department on database and eligibility related matters for military veterans. Oversee and guide the undertaking of assessments and identify service delivery bottlenecks in the area of Military Veterans benefits and services and provide recommendations for the resolution of such. Oversee and guide the processing of military veterans complaints. Oversee and guide the undertaking of investigations into military veteran's complaints. Oversee and guide the internal review mechanisms related to the disbursement of military veterans benefits. Oversee and guide the process of resolving military veteran's disputes and the maintenance of records thereof. Manage the provision of support to military veterans in lodging complaints. Oversee and manage the provision of health care support services to military veterans. Oversee the development and implementation of policies and procedures that will guide the provision of health care and wellness support services to military veterans. Oversee and guide the undertaking of an intensive national health assessment in order to determine the disease profile of military veterans. Manage engagements, interactions and collaborations with government departments and private sector partners who have been identified to provide health care and other related support services to military veterans. Oversee and guide the compensation of military veterans who sustained disabling injuries, severe psychological and neuropsychiatric trauma and terminal diseases resulting from participation in military activities. Oversee and guide the development and implementation of curative and preventative treatment programs for military veterans. Oversee and guide the referrals of military veterans to external and internal service providers. Manage the implementation of programs and interventions that seek to look after the general wellbeing of military veterans. Oversee and guide programs that are meant to relief social distress of military veterans that are vulnerable. Oversee and guide the provision of treatment and counselling services to military veterans. Oversee and guide the process of ensuring that the unique needs of military veterans in relation to wellbeing and health care support services are provided for. Oversee and guide the assessment and identification of medically and psychologically related problems affecting military veterans and the development of appropriate interventions. Oversee the management of service provider networks. Manage the implementation of service level agreements with partners and identified service providers on benefits access for military veterans. Oversee and guide the establishment and management of service provider networks for primary, secondary and tertiary health care and wellness services for military veterans. Oversee and guide the establishment and management of partnerships with community based treatment centres, mobile clinics and emergency medical services. Establish and maintain good relations within the department, NGO's and all stakeholders / partners. Liaise and co-ordinate with governmental, non-governmental institutions and other structures and organizations. Represent the department in various meetings with

stakeholders and partners. Collaborate with the department of Defence regarding information on retiring military veterans. Provide strategic guidance and leadership in the provision of comprehensive socio-economic support services to military veterans and their dependants, i.e, housing, pensions, public transport, education and social relief of distress. Manage the development and implementation of legislative framework, policies and procedures that will guide the provision of socio-economic support services to military veterans. Provide strategic guidance and leadership in the process of ensuring that the unique socio-economic needs of military veterans are identified. Oversee the provision of support to military veterans on all relevant economic and socially related matters. Provide strategic leadership in the management of the branch and the department. Provide strategic guidance and leadership in the management of financial and human resources of the branch. Provide strategic guidance and leadership in the management of the department in general working in unison with the Director General, other Deputy Directors-General and the entire management collective.

**ENQUIRIES  
NOTE**

: Mr J. Olivier Tel No: 012 765 9314  
Email applications to: [DMV20210301@dmv.gov.za](mailto:DMV20210301@dmv.gov.za)

**POST**

**DEPUTY DIRECTOR-GENERAL: CORPORATE SERVICES REF NO.:  
DMV2021/03-02**

**SALARY**

R1,521,591.00 per annum (Level 15) (An all-inclusive remuneration package) comprising of a basic salary (70% of package), employer's contribution to the Government Employee Pension Fund (13% of basic salary) and a flexible portion that may be structured in terms of the applicable guidelines.

**CENTRE :  
REQUIREMENTS**

Pretoria  
Undergraduate qualification (NQF level 7) and a post graduate qualification (NQF level 8) in Public Administration, Public Management / Sciences or equivalent qualification as recognized by SAQA. Certificate for entry into the Senior Management Service. Eight (8) to ten (10) years' experience at senior managerial level of which five (5) must be as a member of the SMS in the Public Service. Technical Competencies: Comprehensive knowledge of the Public Service Act and Public Service Regulations, Government Systems and Structures, Information Systems Operations, Management of Information Security Systems and Human Resource Management. Proven managerial and strategic leadership experience. An effective manager and leader with a proven track record of managing a complex portfolio and strategic tasks. Conversant with public service prescripts and the legislative framework governing public administration. Financial management as it relates to the role and functions of an Accounting Officer under the Public Finance Management Act, 1999. Problem solving and decision making. Service delivery innovation. Change Management. People Management and Empowerment. High level of integrity and honesty. Understanding of the challenges facing military veterans in South Africa.

**DUTIES**

Assume the ultimate responsibility and accountability for all the corporate support services functionalities. Provide guidance and leadership in provision of strategic planning, monitoring and evaluation processes. Oversee the development and implementation of policies and procedures that relate to strategic planning processes. Co-ordinate the research and development of a contemporary planning strategy, procedures and formats. Oversee the linking of departmental strategies, priorities, budget, operational plans etc. Manage the regular updating/reviewing/ renewing and roll-out of strategic and business plans concurrent with departmental and service delivery objectives. Manage the facilitation of review sessions in context of department's commitments and priorities and oversee the undertaking of value for money audits to evaluate performance against pre-determined goals and objectives. Analyse monthly and quarterly performance reports and provision of feedback to the department. Manage the provision of information and communication technology (ICT) services and the development of policies and procedures to guide the usage and application of ICT tools as well as the allocation of appropriate post specific ICT tools to the departmental officials in line with appropriate control and safety of ICT assets and successful implementation of ICT projects and services. Manage the provision of legal administrative services and litigation processes;

guide on the drafting and compilation of legal documents, i.e. tender documents, contracts, memoranda of understanding (MOU) and agreements together with the liaison and consultation with legal advisors and experts. Guide and produce draft legislation and accompanying memoranda and the management of responses to legally based queries and complaints of service providers, Military Veterans and the public. Supervise the consultation and instruction of State Attorneys. Manage the provision of human resources management services and the development of policies and procedures to guide the human resources environment within the department including the management of employee relations and wellness support services and provision of organisational development and efficiency services. Oversee the provision of research and policy development, analysis and interpretation services. Direct the implementing of approved new, or reviewed policies and plans through consultation, education and capacity building support. Evaluate problem areas and take appropriate remedial action. Monitor implementation and review of policies at prescribed time intervals.

**ENQUIRIES**  
**NOTE**

: Mr J. Olivier Tel No: 012 765 9314  
Email applications to: [DMV20210302@dmv.gov.za](mailto:DMV20210302@dmv.gov.za)

**THE DEPARTMENT OF MILITARY VETERANS IS AN EQUAL OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER. IT IS THE DEPARTMENT'S INTENTION TO PROMOTE REPRESENTATIVITY (RACE, GENDER AND DISABILITY) THROUGH THE FILLING OF THIS POST. CANDIDATES WHOSE APPOINTMENT/PROMOTION/TRANSFER WILL PROMOTE REPRESENTATIVITY WILL THEREFORE RECEIVE PREFERENCE.**