



VACANCY ADVERTISEMENT

Vacancy Information Download

Reference Number:	KZNP/20250915/3646
Advert Reference Number:	KZNDPWI/HOD/09/2025
Job Title:	HEAD OF DEPARTMENT: PUBLIC WORKS AND INFRASTRUCTURE
Job Level:	16
Vacancy Type:	Internal & External
Salary:	per annum R2 352 642.00 plus a 10% non-pensionable Head of Department allowance. The inclusive remuneration package includes a 30% portion which may be structured according to the individuals needs.
Department:	KZN OFFICE OF THE PREMIER
Component:	HEAD OFFICE
Employment Type:	Contract
Contract Duration:	5 Year Fixed-term contract
Center:	PIETERMARITZBURG
Number Of Posts:	1

Duties/Responsibilities:

. Provide strategic direction and perform all functions attached to the post of Head of Department of Public Works and Infrastructure. . Provide effective and efficient administrative systems . Ensure sound financial management of the revenue and expenditure of the Department to manage the budget as the Accounting Officer . Facilitate the provision of cost-effective and competitive construction services in an efficient and equitable manner in order to alleviate poverty . Ensure the rendering of a cost-effective, competitive property management services in an equitable manner . Ensure the provision of a strategic corporate support service in the Department . Manage the functions of an Accounting Officer of the Department in terms of the PFMA . Provide leadership, development and preparation of the strategic plan in line with the vision and ensure that the performance and operations of the Department are geared to achieve the priorities of government and strategic objectives of the Department . Provide support to the MEC for Public Works and Infrastructure, on the Department's performance, operations and the realisation of the strategic plan for the Department as contained in the performance agreement . Ensure the coordination of an effective implementation of departmental policies, programmes and projects in line with National, Provincial and Departmental priorities.

Qualifications and Experience:

Applicants must be in possession of an undergraduate qualification (NQF level 7) PLUS a post graduate qualification (NQF level 8) in Administration/Management/Infrastructure/Engineering as recognized by SAQA. Minimum of 10 years relevant experience at a senior management level. . Computer Literacy . Valid driver's license.

Essential Knowledge, Skills and Competencies Required:

. Strong strategic capabilities as well as leadership . Significant managerial capability and experience in providing strategic leadership and direction in the sector. Extensive knowledge and understanding of KZN Land Development Act; Government Immovable Asset Management Act (GIAMA); Construction Industry Related Acts .Sound knowledge and understanding of all policies affecting the Department of Public Works and Infrastructure, including the role of the Department within the Province and South Africa Developmental agenda of the provincial government . Ability and experience to successfully manage special projects as identified by the Administration and the Executive Authority . Experience in working with organised labour . Facilitation and organising skills . Good negotiation skills . Strategic managerial capability and experience in providing strategic leadership and direction in the sector . Extensive knowledge and understanding of the Constitution of South Africa, Public Service Act, 1994 as amended; Public Service Regulations, 2016; Labour Relations Act, 1995; Public Finance Management Act, 1999; Treasury Regulations . Knowledge, interpretation and Application of all Legislative Framework/ Policies . Project Management Skills . Financial Management Skills . Strategic Management Skills and Planning Skills . People Management and empowerment skills . Analytical, creative and innovative thinking skills.

Additional Information

Applications submitted electronically will be taken as a final application and may not be amended or supplemented in any way after the closing date indicated in the advertisement. If you have not been contacted within three (3) months after the closing date of the advertisement, please accept that your application was unsuccessful. The KwaZulu-Natal Provincial Government reserves the right not to make this appointment. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). Failure to comply with the above instructions will result in the disqualification of your application.

NB: All shortlisted candidates may be subjected to a technical exercise that intends to test the relevant technical elements of the job, the logistics of which will be communicated by the Department.

Following the interview and technical assessment, candidates recommended for appointment at the SMS level will be required to produce a Pre-entry certificate for the course offered by the National School of Government (NSG) prior to their appointment. The course is available at the NSG under the name Certificate for entry into the SMS and the full details can be obtained by following the link: <https://www.thensg.gov.za/trainingcourse/smspre-entryprogramme>.

All SMS posts have been identified to target females and people with disabilities in order to achieve the 50% and 2% targets respectively, in line with National Cabinet Directive. The successful candidate will be required to undergo security clearance and to disclose financial interests in accordance with the regulations.

How to apply

To apply please log onto the e-Government Portal: <https://www.eservices.gov.za/> and follow the following process;

1. Register using your ID and personal information;
2. Use received one-time pin to complete the registration;
3. Log in using your username and password;
4. Click on "Employment & Labour";
5. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs;

Or, if candidate has registered on eservices portal, access <https://www.eservices.gov.za/>, then follow the below steps:

1. Click on "Employment & Labour";
2. Click on "Click on KZN Provincial Government e-Recruitment Vacancies, S'Thesha Waya Waya";
3. Log in using your username and password;
4. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs;

For support, please send an email to: KZNHelpDeskRecruit@KZNpremier.gov.za

Closing Date : 26 Sep 2025

Disclaimer

DISCLAIMER FOR KZN E-RECRUITMENT SYSTEM

- a) The KwaZulu-Natal Provincial Government and all KwaZulu-Natal Provincial Public Entities are equal opportunity, affirmative action employers, and preference may be given to suitably qualified candidates from designated groups in terms of the Employment Equity Act, 1998. The filling of posts may also be guided by the Departments/ Entities Employment Equity plan/targets.
- b) If you do not hear from us within two months of the closing date, please regard your application as unsuccessful.
- c) Applications received after the closing date will not be considered.
- d) Please clearly indicate the name of the post and reference number of the position for which you are applying.
- e) Applicants applying for posts in KZN Government Departments via the online e-Recruitment system, must upload a copy of their CV onto the system. Certified copies of supporting documents need not accompany your application and CV, as these will be requested from shortlisted applicants only.
- f) Applicants applying for posts in KZN Public Entities via the online e-Recruitment system, must upload copies of all documents, including certified copies of all documents stipulated in the advert of the Public Entity.
- g) It is the responsibility of the applicant to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA), prior to the time the qualification documents are requested to be submitted to the KZN Provincial Department or Public Entity.
- h) Only candidates who meet the requirements may apply.
- i) Appointment is subject to verification of the qualifications of the applicant, reference checking, and securing a positive security clearance, in circumstances where this is in relation to the requirement/s for appointment to the post applied for.
- j) Applications from Recruitment Agencies will not be considered.
- k) Applications sent to incorrect email address will not be considered.
- l) The respective Provincial Departments and Public Entities reserve the right not to make an appointment.
- m) The appointed candidate shall be required to sign a performance agreement.
- n) Reference checks and/or confirmation of employment will be done with the current employer and candidates are advised to include references from the current employment in their application/CV to facilitate this.
- o) The respective Provincial Departments and Public Entities reserve the right to regard a negative record on any verification check or risk assessment conducted, as sufficient grounds for refusal to select a candidate for appointment.

By utilising the KZN Provincial e-Recruitment system, you hereby specifically acknowledge that you have read and accepted the following disclaimer:

I understand and agree that where information is provided, whether personal or otherwise, it may be used and processed by the owner of this e-Recruitment system, and such use may include placing such information in the public domain.

All reasonable measures to protect the personal information of users will be taken, provided that for the purpose of this disclaimer (personal information) will be as defined in the Promotion of Access to Information Act, 2000 (Act No. 2 of 2000) and the Protection of Personal Information Act, 2013 (Act No. 4 of 2013).

The information and reports contained herein may not necessarily be accurate or final and must be viewed in the context of when such information or report is dated.

The KwaZulu-Natal Provincial Government and all KwaZulu-Natal Provincial Public Entities, including their respective officials, duly appointed representatives, agents, and contractors, accept no liability whatsoever for any loss or damage, whether direct, indirect, special, or consequential, or expenses of any nature whatsoever, which may arise as a result of, or which may be attributable directly or indirectly to, information made available on these pages or links, or actions or transactions resulting therefrom.

By using the KZN Provincial e-Recruitment system, I specifically consent and submit to the jurisdiction of the South African Courts in regard to all proceedings, actions, applications, or the like, instituted by either party against the other where necessary.

If you do not agree to be bound by these terms, please do not make applications for posts through the KZN Provincial e-Recruitment system.