

**Stats SA provides scientific knowledge that enables society to understand complex socio-economic phenomena. It draws its mandate from the Statistics Act, 1999 (Act No 6 of 1999). Stats SA strives to excel in the following five competencies:** • Intellectual capability to lead the scientific work of statistics • Technological competence for purposes of large-scale processing and for complex computations and accessibility of information to the public • Logistical competence for deployment of (forward and reverse) logistics of large-scale field operations and for strategic choices regarding operational efficiency and cost-effectiveness • Political competence in understanding the political environment without being political or Politicised (commitment of delivery without fear of favour) • Administrative competence: The ability of bringing it all together.

#### **Chief Integrative Analyst**

**(One permanent position exists in the Demographic Analysis division at Head Office, Pretoria)**

**(Salary level 13: R 819 126 all-inclusive remuneration package per annum)**

**(Ref. No.: 01/09/14HO)**

**Key Performance Areas:** • Provide technical leadership in acquisition and in-depth analysis of data collected in censuses and surveys • Undertake data confrontation as part of quality assurance • Render advice on the preparation of releases and thematic reports • Engage strategically with primary stakeholders on emerging demographic, social and economic issues • Actively participate in cross-cutting projects/programmes at international and national levels • Mentor a team of junior staff who are responsible for the analysis of data.

**Prerequisites:** • A three-year tertiary qualification in Statistics/Demography/Economics/Sociology • A postgraduate qualification will be an added advantage • At least six years relevant working experience in data and statistical analysis • Experience in handling large data sets • Knowledge of statistical packages • Knowledge of MS Office Suite.

**Person Profile:** • This position will suit a person who is: Innovative, independent and team player-orientated with strong analytical, research, evaluation and numerical skills • Ability to communicate at all levels • Willingness to travel and work long hours • Ability to work under pressure within targeted deadlines.

#### **Deputy Manager: Data Collection and Processing**

**(One permanent position exists in Structural Industry Statistics division at Head Office, Pretoria)**

**(Salary level 11: R532 278 all-inclusive remuneration package per annum)**

**(Ref. No.: 03/09/14HO)**

**Key Performance Areas:** • Develop and review policies procedures and systems for data collection and processing • Ensure effective implementation of data collection methodologies and guidelines • Manage and monitor data collection and processing processes • Manage staff and other resources • Train staff and interact with internal and external stakeholders.

**Prerequisites:** • A three year tertiary qualification in Statistics/ Economics/ Accounting • At least five years' experience in planning and implementation of data collection and processing • Experience in supervising a team • Knowledge of MS Office suite • Knowledge of survey methodology (statistical value chain), project planning, and industry and product classifications

**Person Profile:** • This position will suit a person with: • Good numerical, analytical, conceptual and problem-solving skills at an operational level, as well as well-developed communication and interpersonal skills • Ability to work under pressure.

**Principal Multimedia Communications Officer**  
**(One permanent position exists in the Corporate Communications division at Head Office, Pretoria)**  
**(Salary level 11: R 532 278 all-inclusive remuneration package per annum)**

**Key Performance Areas:** • Ensure production of video material • Ensure production of audio material • Develop and produce material that can be used by all the major media • Develop and maintain electronic media platforms • Conduct research to inform audio and visual products • Manage audio-visual equipment

**Prerequisites:** • A three year tertiary qualification in Communications or related field with the concentration on Radio/ TV and film • Experience in managing teams • Knowledge of Project Management and Business Administration will be an added advantage • At least five years practical experience in television production and broadcasting environment, complemented by voice artist ability, script writing and writing for new media, basic web design and other multimedia tasks • Knowledge of Journalism, Radio & TV Broadcasting, Public Relations, Advertising, Marketing and Stakeholder Relations • A valid driver's license

**Person Profile:** • This position will suit a person with: • Good communication service delivery and transfer skills • Flexible approach and ability to with varied tasks • Ability to work under pressure and travel (local and internationally)

**Senior Legal Administration Officer**  
**(One permanent position exists in the Corporate Governance division at Head Office, Pretoria)**  
**(OSD: MR-6 R 340 716 – R 828 138)**  
**(Ref: No.: 05/09/14HO)**

**Key Performance Areas:** • Conduct, analyse, interpret, advise and mentor juniors • Draft legal documents and provide advice thereon • Collect, analyse and translate data and information for planning and decision-making and/or management reporting • Provide advice to clients • Conduct interviews to determine the clients goals and objectives • Assist to draft and scrutinise contracts, collective agreements and international agreements • Develop, coach the work of the juniors and manage their performance • Assist in ensuring full implementation of Statistics Act.

**Prerequisites:** • An LLB tertiary qualification • Training in practical legal practice • At least five years experience in Law Firm or Legal Advisor is essential • Knowledge of interpreting legislation • Knowledge of Administrative and Information Law • Knowledge of MS Office Suite.

**Person Profile:** • This position will suit a person with: Good interpersonal, analytical, research, communication, presentation, report writing and problem-solving skills • Ability to work under pressure and independently • Willingness to work long hours and travel extensively.

**Legal Administration Officer**  
**(One permanent position exists in the Corporate Governance division at Head Office, Pretoria)**  
**(OSD: MR-5 R 268 – R 662 397)**  
**(Ref: No.: 06/09/14HO)**

**Key Performance Areas:** • Assist in advising and writing legal opinions • Conduct, analyse, interpret, advise and mentor juniors • Draft legal documents • Collect, analyse and translate data and information for planning and decision-making and/or management reporting • Provide advice to clients • Conduct interviews with clients • Assist to draft and scrutinise contracts, collective agreements and international agreements • Assist in ensuring full implementation of Statistics Act.

**Prerequisites:** • An LLB tertiary qualification • Training in practical legal practice • At least five years experience in Law Firm or Legal Advisor is essential • Knowledge of interpreting legislation • Knowledge of Administrative and Information Law • Knowledge of MS Office Suite.

**Person Profile:** • This position will suit a person with: Good interpersonal, analytical, research, communication, presentation, report writing and problem-solving skills • Ability to work under pressure and independently • Willingness to work long hours.

**Principal Database Server Administrator**  
**(One permanent position exists in the Business Modernisation (Application and Database Development) division at Head Office, Pretoria)**

**(Salary level 11: R 532 278 all-inclusive remuneration package per annum)  
(Ref: No.: 07/09/14HO)**

**Key Performance Areas:** • Develop relevant policies, procedures, guidelines and standards and project plans • Conduct research on new techniques, technology and solutions • Install, administer and optimise database and application servers as well as related components • Design, develop, implement, monitor, maintain and performance-tune databases • Establish and maintain appropriate end-user database access control levels • Interact with stakeholders • Supervise staff • Define and perform database backups, recovery and archiving according plans.

**Prerequisites:** • A three-year tertiary qualification in Information Systems/Computer Science/Information Technology • A DBA certificate is essential • An understanding of database structures, theories, principles, and practices • At least five years working technical experience in a database administration or senior technical position • Working technical experience with designing, building, installing, configuring and supporting database and application servers • Hands-on database tuning and troubleshooting experience • Working technical knowledge of relational databases, server performance tuning and monitoring tools • Knowledge of storage technologies and server security • Proven knowledge of systems development life cycle methodologies.

**Person Profile:** This position will suit a person who is: • Highly self-motivated, goal-driven, hardworking, persistent, innovative and dedicated • Ability to work under pressure • Willingness to travel and work long hours.

**Deputy Manager: Business Register Statistical Analysis  
(One permanent position exists in the Business Register division at Head Office, Pretoria)  
(Salary level 11: R 532 278 all-inclusive remuneration package per annum)  
(Ref. No.: 08/09/14HO)**

**Key Performance Areas:** • Develop strategic, business and operational plans for the component • Provide Business Register information sessions/training support to stakeholders • Manage the preparation, compilation and dissemination of planned business register reports • Manage the performance of the comprehensive quality analysis of the Business Sampling Frame in order to identify quality gaps • Manage the preparation and compilation prompt responses to internal and external users-request for business-related data (mini report) from the Business Sampling Frame • Manage the compilation and dissemination of the annual Business Register Quality Improvement Survey (QIS) closure report • Manage staff performance and resources.

**Prerequisites:** • A three-year tertiary qualification in Economics/Business Economics/Accounting/Statistics • At least five years experience in data collection, research and analysis, and report writing • Exposure to managing a team of professionals • Extensive knowledge in Accounting, Business Management, Economics or Statistical experience with a good understanding of the business register environment • Knowledge of MS Office Suite and SAS statistical program is essential.

**Person Profile:** • This position will suit a person with: Good management, communication, analytical and problem solving skills • Willingness to travel and work long hours.

**Principal Methodologist  
(Three permanent positions exist in the Methodology and Evaluation division at Head Office, Pretoria)  
(Salary level 11: R 532 278 all-inclusive remuneration package per annum)  
(Ref. No.: 09/09/14HO)**

**Key performance areas:** Identify suitable sampling frames and select samples for surveys • Design computer programs, develop methodologies for weighting and estimation, conduct weighting and estimation for survey areas • Monitor the evaluation of the quality of surveys and censuses • Develop and review detailed sources and methods • Develop specifications, guidelines and procedures for the development of programs and systems Provide technical assistance to stakeholders • Supervise staff members and other resources within the subcomponent .

**Prerequisites:** A three-year tertiary qualification in Statistics/Mathematics/Economics/Econometrics • Training in SAS and MS Project • At least five years' relevant working experience in data collection, analysis, evaluation and interpretation is essential • Experience in supervising a team will be an advantage • Knowledge of statistical production process • Knowledge of MS Office Suite.

**Person profile:** This position will suit a person with: good interpersonal, communication, organisational, planning and management, analytical and strategic thinking, networking, facilitation and presentation research

analytical and evaluation skills • Ability to work independently and in a team • Ability to handle multiple and complex tasks • Ability to work long hours under pressure and meet tight deadlines.

**Deputy Manager: Project Coordination and Integration**  
**(One permanent position exists in the Gauteng Provincial Office)**  
**(Salary level 11: R532 278 all-inclusive remuneration package per annum)**  
**(Ref. No.: 11/09/14GP)**

**Key Performance Areas:** • Integrate all project plans and avail supporting documents to Statistical Support and Informatics, Fieldwork Operations and Corporate Services • Build and grow project relationship with stakeholders • Facilitate project implementation • Set and administer project expectations with team members and other stakeholders • Define project success criteria and disseminate them • Develop and deliver progress reports, proposals, required documentation and presentations • Monitor and report on the implementation of operational plans • Facilitate in the process of project closure.

**Prerequisites:** • A three-year tertiary qualification in Business Administration or Management/Statistics or related field • At least five years experience in project management • Ability to organise, plan and monitor activities • Ability to operate strategically • Knowledge of MS Office Suite.

**Person Profile:** • This position will suit a person who has: • Good communication, presentation, analytical, problem-solving, customer interaction and decision making skills • A dynamic, energetic, self-driven, innovative and results-driven team player • Ability to pay attention to detail • Ability to work under pressure and meet deadlines • Willingness to travel and work long hours.

**Deputy Manager: ICT Risk**  
**(One permanent position exists in the Information Communication Technology division at Head Office, Pretoria)**  
**(Salary level 11: R 532 278 all-inclusive remuneration package per annum)**  
**(Ref. No.: 12/09/14HO)**

**Key performance areas:** • Implement effective ICT Security Management across the organisation (application and Host Security, Endpoint Security, Network Security (Servers, Local Area Network/Wide Area Networks) • Develop and review security related procedures and standards • Conduct and report on security assessments • Implement ICT Security policies and strategies • Provide inputs on the component's strategy and manage ICT Security projects as well as participate in tender processes from technical perspective • Conduct research on latest technology threat and landscapes and trends • Form part of ICT Continuity Management initiatives • Manage information security documentation • Conduct ICT Security management education and awareness programmes.

**Prerequisites:** • A three-year tertiary qualification in Information Technology or related fields • At least five years' relevant working experience in an ICT environment with focus on Networking/IT Security/ IT Technical Support • CCNA Security certification is essential: A+, N+, Security +, CISSP and any other IT Security Certification will be an added advantage • Sound technical knowledge of information technology and security technologies such as Firewall, IPS, Antivirus solutions, and Active Directory, Proxy Servers and encryption technologies. Must have worked with at least 3 of the above technologies • Good conceptual understanding of software, hardware, network and IT procedures and processes Good understanding of IT Networks concepts and their behavior • Ability to implement ICT Security Policies • General business understanding especially in the context of government institutions • Familiarity with hacking technology, practices, incidents etc. • Knowledge of project management will be a recommendation • Good conceptual and technical understanding of software (including Web applications), hardware, network, databases (Oracle/SQL), different flavors of operating systems ((Windows 2008 R2, Novell OES and SuSe Linux) • Familiar with COBIT, ITIL and ISO27001/2.

**Person Profile:** • This position suits a person who has the ability to work collaboratively with a broad range of constituencies and diverse groups of people, good interpersonal skills ,communication, presentation, analytical, planning, organising, problem-solving, customer interaction and decision-making skills • A dynamic, energetic, assertive, self-driven, innovative and results-driven team player • Ability to work under pressure and meet deadlines • Willingness to travel and work long hours .

**Principal Database Server Administrator**  
**(One permanent position exists in the Business Modernisation division (ADAPT) at Head Office, Pretoria)**  
**(Salary level 11: R 532 278 all-inclusive remuneration package per annum)**  
**(Ref. No.: 13/09/14HO)**

**Key Performance Areas:** • Develop relevant policies, procedures, guidelines and standards and project plans • Conduct research on new techniques, technology and solutions • Install, administer and optimise database and application servers as well as related components • Design, develop, implement, monitor, maintain and performance-tune databases • Establish and maintain appropriate end-user database access control levels • Interact with stakeholders • Supervise staff • Define and perform database backups, recovery and archiving according plans.

**Prerequisites:** • A three-year tertiary qualification in Information Systems/Computer Science/Information Technology • A DBA certificate is essential • An understanding of database structures, theories, principles, and practices • At least five years working technical experience in a database administration or senior technical position • Working technical experience with designing, building, installing, configuring and supporting database and application servers • Hands-on database tuning and troubleshooting experience • Working technical knowledge of relational databases, server performance tuning and monitoring tools • Knowledge of storage technologies and server security • Proven knowledge of systems development life cycle methodologies.

**Person Profile:** This position will suit a person who is: • Highly self-motivated, goal-driven, hardworking, persistent, innovative and dedicated • Ability to work under pressure • Willingness to travel and work long hours.

**National Statistics System (NSS) Co-ordinator**  
**(One permanent position exists in the Mpumalanga Provincial Office: Nelspruit)**  
**(Salary Level 11: R 532 278 all-inclusive remuneration package per annum)**  
**(Ref. No.: 14/09/14MP)**

**Key Performance Areas:** • Develop operational plans, policies, procedures, process mapping and standards operating procedure (SOP) for field operations in the province • Participate in the identification of provincial priorities and provide inputs into provincial development indicators for PM&ES • Provide effective support to statistical services for SIS • Ensure and monitor compliance to SASQAF regulations • Implement advocacy and stakeholder liaison • Facilitate statistical capacity building and support to stakeholders • Supervise staff and other resources.

**Prerequisites:** • A three-year tertiary qualification in Statistics or related field • Training in data analysis, report writing, map reading and project management is essential • At least five years relevant working experience • Knowledge of MS Office Suite • A valid driver's license will be an added advantage.

**Person Profile:** • This position will suit a person with: • Good communication, report writing, analytical, interpersonal and networking skills • Ability to work under pressure • Ability to handle multiple tasks and projects.

**Database and Application Server Administrator**  
**(One permanent position exists in the Business Modernisation division at Head Office, Pretoria)**  
**(Salary level 9: R 270 804 per annum)**  
**(Ref. No.: 15/09/14HO)**

**Key Performance Areas:** • Administer and optimise database and application servers as well as related components • Design, develop, implement, monitor, maintain and performance-tune databases • Maintain appropriate end-user database access control levels • Provide technical support and resolve issues or problems • Conduct research into latest technology and trends.

**Prerequisites:** • A three-year tertiary qualification in Information Systems/Computer Science/Information Technology • A DBA certificate will be an added advantage • Understanding of database structures, theories, principles, and practices • At least three years working technical experience in building, installing, configuring and supporting database and application servers • Hands-on database tuning and troubleshooting experience • Knowledge of relational databases, server performance tuning and monitoring tools • Knowledge of storage technologies and server security • Knowledge of systems development life cycle methodologies.

**Person Profile:** This position will suit a person who is: • Highly self-motivated, goal-driven, hardworking, persistent, innovative and dedicated • Ability to work under pressure • Willingness to travel and work long hours.

### **Systems Developer**

**(One permanent position exists in the Business Modernisation division at Head Office, Pretoria)**

**(Salary level 9: R 270 804 per annum)**

**(Ref. No.: 16/09/14HO)**

**Key Performance Areas:** • Participate in gathering and analysis of user requirements • Develop, maintain and run update procedures on databases from external sources • Develop, maintain and run extract procedures on databases and existing applications to provide to users • Participate in the design of complex high-quality applications and relational database • Develop applications • Test applications • Develop user manuals and train users on applications • Provide user support and maintenance of existing projects.

**Prerequisites:** • A three-year tertiary qualification in Information Technology or related field • At least three years experience in programming • Relevant working experience with HTML5/XHTML PHP, JavaScript, ASP, jQuery and CSS3 • Experience working with relational databases such as MySQL, MSSQL or Oracle and a good working knowledge of SQL • Experience in content management systems • Knowledge of Linux Administration and troubleshooting • Experience in mobile platform development will be an added advantage.

**Person Profile:** • This position will suit a person who has: • Good communication, presentation, analytical, planning, organising, problem-solving, customer interaction and decision-making skills • A dynamic, energetic, self-driven, innovative and results-driven team player • Ability to train people • Ability to work under pressure and meet deadlines • Willingness to travel and work long hours • Ability to remain abreast of trends and developments in web accessibility technologies.

### **Methodologist**

**(Two permanent positions exist in the Methodology and Evaluation division at Head Office, Pretoria)**

**(Salary level 9: R270 278 per annum)**

**(Ref. No.: 17/09/14HO)**

**Key performance areas:** Provide support in the identification of suitable samplings frames and selection of samples for surveys • Provide input in the design of computer programs, development of methodologies for weighting and estimation, conduct weighting and estimation for survey areas • Evaluate the quality of surveys and censuses • Implement and maintain detailed sources and methods documents • Provide input in the development of specifications, guidelines and procedures for the development of programs and systems • Interact with stakeholders as required.

**Prerequisites:** A three-year tertiary qualification in Statistics/Mathematics/Economics/Econometrics • Training in SAS and MS Project • At least three years' relevant working experience in data collection, analysis, evaluation and interpretation is essential • Knowledge of Statistical production process • Knowledge of Stats SA survey processes • Knowledge of MS Office Suite.

**Person profile:** This position will suit a person with: good interpersonal, communication, conceptualisation, organisational, planning or time management, analytical and strategic thinking, facilitation and presentation research analytical and evaluation skills • Ability to work independently and in a team • Ability to handle multiple and complex tasks • Ability to work long hours under pressure and meet tight deadlines • Willingness to travel.

### **Assistant Manager: Fleet Management**

**(One permanent position exists in the FMLS division at Head Office, Pretoria)**

**(Salary Level 9: R 270 804 per annum)**

**(Ref: No.: 18/09/14HO)**

**Key Performance Areas:** • Provide inputs in the development of tactical, operational plans, policies, procedures, process mapping and standard operating procedures for fleet • Facilitate all requests relating to procurement and maintenance of GG cars • Co-ordinate requests relating to sourcing of car hire • Facilitate

requests relating to procurement and maintenance of subsidised cars • Ensure provision of day to day Fleet Management services • Liaise and advice stakeholders • Manage staff and other resources.

**Prerequisites:** • A three year tertiary qualification in Logistics/Public Management/Transport Management • At least three years' experience staff supervision, records and registry management will be an added advantage • Knowledge of financial management, records management and administration • Knowledge of MS Office Suite.

**Person Profile:** • This position will suit a person with: Good communication, interpersonal, writing and analytical skills who is reliable, diligent and assertive • Willingness to travel and work long hours.

**Assistant Manager: SCM-Ordering**  
**(One permanent position exists in the financial division at Head Office, Pretoria)**  
**(Salary Level 9: R 270 804 per annum)**  
**(Ref: No.: 19/09/14HO)**

**Key Performance Areas:** • Provide inputs in the development of applicable operational plans, policies and procedures • Verify captured information and approve and approve to generate manual orders online • Check and verify captured information and printed manual orders prior submission for manual approval • Check and verify reports as well as Financial Statements prior submission • Compile reports on status of orders • Liaise and provide support to stakeholders • Supervise staff.

**Prerequisites:** • A three year tertiary qualification in Supply Chain Management/Logistics/Public Administration/Financial Accounting/Purchasing • Training in Logis, BAS, SCM procedures • At least three years' experience in Supply Chain Management environment • Knowledge of supply chain management procedures research and investigation information • Knowledge of MS Office Suite.

**Person Profile:** • This position will suit a person with: Good communication, customer service, integrity, writing, interpersonal, numerical, listening accuracy and integrity skills • Ability to handle stress and pressure as well as paying attention to details • Willingness to travel and work long hours.

**Provincial Security Co-ordinator**  
**(One permanent position exists in the Eastern Cape Provincial Office)**  
**(Salary Level 9: R 270 804 per annum)**  
**(Ref: No.: 20/09/14EC)**

**Key Performance Areas:** • Co-ordinate, monitor and ensure compliance relating to security processes and procedures • Provide and co-ordinate physical security function in the province • Provide effective occupational health and safety functions in the province • Conduct investigations on security related matters • Provide effective information security compliance in the province • Liaise with stakeholders.

**Prerequisites:** • A three-year tertiary qualification in Law Enforcement/Security Management • Training in security management, security appraisals, security investigations and project management is essential • State Security Agency Management / Advisor Course will be an added advantage. At least three years experience in security management, security investigation and assessment • Supervisory experience will be an advantage • Knowledge of security administration, investigation methodologies, information security audits as well as conducting threat and risk assessments • Knowledge of MS Office Suite and presentation skills.

**Person Profile:** • This position will suit a person with: • Good communication, conflict management, interpersonal, co-operative, assertive and high integrity character • Ability to work long hours and travel extensively. The candidate will be subjected to a Top Secret Clearance process.

**Assistant Manager: DDC Technical Co-ordination**  
**(One permanent position exists in the Geography division at Head Office, Pretoria)**  
**(Salary Level 9: R 270 804 per annum)**  
**(Ref: No.: 21/09/14HO)**

**Key Performance Areas:** • Coordinate GPS/Mobile devices • Prepare and load spatial data • Ensure data transmission and receiving • Supervise staff • Build stakeholder's capacity • Conduct research.

**Prerequisites:** • A three-year tertiary qualification in Geographic Information Science/ Information Technology or Electronic Engineering • At least three years' experience in mobile mapping applications, spatial data

collection using GPS and GIS applications • Proficiency in at least two GIS software suite • Knowledge of GIS, GPS Electronics and related system components • Knowledge of MS Office Suite. Valid driver's licence.

**Person Profile:** • This position will suit a person who has: Good communication, presentation, analytical, planning, organising, problem-solving and decision-making skills • A dynamic, energetic, self-driven, innovative and results-driven team player • Ability to train people • Ability to work under pressure and meet deadlines • Willingness to travel and work long hours.

**HRM Information Officer**  
**(One permanent position exists in the HRM division at Head Office, Pretoria)**  
**(Salary Level 9: R 270 804 per annum)**  
**(Ref: No.: 22/09/14HO)**

**Key Performance Areas:** • Provide inputs in the development of policies and procedures • Coordinate and compile annual reports for HRM division • Compile monthly reports HRM management reports • Compile and monitor the HRM Risk plans • Provide support in the compilation of HRM Strategic plan • Provide support in the coo-ordination of the HRM MTEF processes • Liaise with stakeholders.

**Prerequisites:** • A three year tertiary qualification in HRM or related field • Training in Persal • At least three years' experience in HRM • Knowledge of MS Office Suite.

**Person Profile:** • This position will suit a person with: Good communication, analytical, writing, interpersonal, numerical, problem solving and organising skills • Willingness to work prolonged hours.

**Survey Statistician**  
**(One permanent position exists in the Survey Co-ordination, Monitoring and Evaluation division at Head Office, Pretoria)**  
**(Salary level 8: R 227 802 per annum)**  
**(Ref: No.: 23/09/14HO)**

**Key Performance Areas:** Implement integrated household surveys monitoring and evaluation strategies • Build monitoring and evaluation systems and tools for surveys and census • Conduct monitoring and evaluation field operations • Process, analyse and report on M&E data • Conduct quality assurance and control and reconciliation visits • Ensure that the strategic objectives of the Census and Household surveys are met • Liaise with stakeholders.

**Prerequisites:** A three-year tertiary qualification in Statistics/Mathematics/Demography • Training in Monitoring and Evaluation or related field is essential • At least two years experience in the relevant field • Ability to analyse data using statistical packages such as SAS, STATA • Knowledge of Population studies, Demography, Statistics and Project Management • Knowledge of MS Office Suite • A valid driver's license.

**Person Profile:** This position will suit a person with: • Good facilitation, report writing, leadership, supervisory, interpersonal and analytical skills • Ability to interact with stakeholders at all levels • Willingness to travel extensively.

**Survey Statistician**  
**(One permanent position exists in the Social Analysis division at Head Office, Pretoria)**  
**(Salary Level 8: R 270 804 per annum)**  
**(Ref: No.: 24/09/14HO)**

**Key Performance Areas:** • Provide inputs in the development of questionnaires, training materials for household survey • Provide inputs with the Development of Editing and Imputing systems • Analyse data towards the publication of statistical releases and reports • Record all activities and outputs related to the statistical value chain and the development of metadata • To provide general assistant with other tasks related to the statistical value chain.

**Prerequisites:** • A three year degree in Demography/Economics/Development Studies/Statistics or related field • At least two years' experience in a statistical/research/information management environment • Proven ability to write reports • Working experience of statistical packages, preferably SAS programming and SAS enterprise guide • Knowledge of MS Office Suite.



**Person Profile:** • This position will suit a person with: Integrity and good numerical, analytical and communication skills • Ability to pay attention to detail • Ability to work independently and under pressure • Willingness to work long hours and travel when the need arises • Ability to liaise and advise on content related matters at all levels of the organisation.

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Short-listed applicants must be willing to undergo a competency exercise as part of the selection process.

**Closing date for applications: 10 October 2014**

**Required documents:** A signed Z83 application form • Detailed CV with contact details of three recent references • Certified copies of qualifications and Identity Document. NB: Applicants risk being disqualified for failing to submit all the required documents as indicated above.

**Important note:** If you do not hear from us within three months of the closing date, please regard your application as unsuccessful • Correspondence will be entered into with short-listed candidates only • Statistics South Africa reserves the right not to make an appointment • Appointment is subject to security clearance, the signing of a performance agreement or plan, verification of the applicant's documents and reference checking • Applications received after the closing date will not be considered • Please clearly indicate the reference number of the position you apply for in your application. If you apply for more than one position, submit separate applications.

• **Head Office, Pretoria:** Post to the Recruitment Manager, Statistics SA, Private Bag X44, Pretoria 0001 or hand-deliver at 167 Manaka Heights Building, corner Andries (Thabo Sehume) and Vermeulen (Madiba) Streets, Pretoria.

**Enquiries:** Kindly contact Mr. Collen Mokonyane or Obed Marubyane at (012) 310 4604/366 0151.

• **Gauteng:** Post to The Human Resources Officer, Private Bag X 7798, Johannesburg, 2000 or hand deliver at 284 Oak Avenue Randburg.

**Enquiries:** Ms Thakgodi Mamaila at (011) 781 3495.

• **Eastern Cape:** Post to the Human Resources Officer, Statistics South Africa, P.O.Box 7379, Quigney, East London 5211 or hand deliver at 15 Coutts Street, Ocean Terrace Park, Quigney.

**Enquiries:** Kindly contact Mr. Lungelo Nonkewuse at (043) 707 4900.

• **Mpumalanga:** Post to the Human Resources Officer, Private Bag X11290, Nelspruit, 1200 or hand-deliver on 13 Corner Streak & Ferreira Streets, MAXSA Building, 5<sup>th</sup> Floor, Nelspruit.

**Enquiries:** Ms Sinah Matsaung or Mr Themba Zulu at (013) 762 0000.

**Stats SA endeavours to promote the careers of previously disadvantaged persons by applying the principles of appropriate legislation, e.g. Employment Equity Act, 1998.**