



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 Director: Mpumalanga Provincial Management
(One permanent position exists in the Mpumalanga Provincial Office)
(Salary Level 14: R1 068 564 all-inclusive remuneration package per annum)
(Ref. No.: 01/10/16MP)

Key Performance Areas: • Ensure effective and efficient management of the provincial and district offices and advancement of good governance/compliance with applicable legislative frameworks • Manage resources in line with statutes and regulatory requirements • Ensure that strategic and operational plans are developed and implemented • Oversee data collection and management of fieldwork operations in accordance with national and international standards • Ensure adherence to reporting requirements • Market, promote and disseminate statistical products and services as well as provided user information services • Promote the establishments and development of National Statistical System at provincial and district level .

Prerequisites: • A Bachelor's degree in Statistics/Demography/Geography/Population Studies/Economics • At least six years proven managerial experience of which five years must be on senior management level • Knowledge of project management, research and survey methodology • Knowledge of financial and assets management, labour relations and strategic management • Knowledge of census and survey activities and their national and international statistical standards/practices • Knowledge of users and stakeholders and their specific requirements • Knowledge of MS Office Suite • A valid driver's license.

Person Profile: • This position will suit a person with: • Good communication, leadership, decision-making, presentation, analytical, conflict management and report writing skills • Ability to work independently and also in a team oriented, collaborative environmental • Ability to work under pressure and meet deadlines • Ability to handle multiple and complex tasks • Willingness to travel extensively and work long hours.

Director: Financial Management
(One permanent position exists in the Financial Administration chief directorate at Head Office, Pretoria)
(Salary Level 13: R898 743 all-inclusive remuneration package per annum)
(Ref: No.: 02/10/16HO)

Key Performance Areas: • Manage the financial management component of the department • Compile the submission of MTEF • Compile the submission of the AENE and ENE to National Treasury • Compile the submission of In Year Monitoring of expenditure • Monitor expenditure against the budget allocated • Compile the submission of Rollover requests • Compile submission of cash flow projection to Treasury • Training of Budget Managers • Manage staff and other resources of the component.

Prerequisites: • A Bachelor's degree in Finance • Knowledge in BAS/Persal/PFMA/Treasury Regulations/Public Services Regulations/Project and Programme Management/Advanced Management Development Programme is essential • At least six years experience in basic accounting and budget of which five years must be on middle management level or equivalent • Knowledge of financial management, budgeting and reporting especially in a public sector environment • Knowledge of MS Office Suite.

Person Profile: • This position will suit a person with: • Good communication, interpersonal, analytical, problem-solving, communication, numerical and decision-making skills.

Director: Survey Coordination, Monitoring and Evaluation
(One permanent position exists within the Survey Coordination, Monitoring and Evaluation chief
directorate at Head Office, Pretoria)
(Salary Level 13: R898 743 all-inclusive remuneration package per annum)
(Ref. No.: 03/10/16HO)

Key Performance Areas: • Develop integrated household surveys, monitoring and evaluation strategies and plans • Manage the design and development of monitoring and evaluation systems, tools and indicators for surveys and census • Research, conceptualisation and design of monitoring and evaluation studies • Manage field operations • Manage processing, analysis and reporting • Liaise with stakeholders • Effective management of the evaluation component and utilisation of resources.

Prerequisites: • A Bachelor's degree in Statistics/Demography/Population Studies/Mathematics/Social Science with Statistics or Mathematics as a subject • Training in Monitoring and Evaluation, Project management or related field • At least six years experience of which five years must be on middle management level or equivalent • Experience in facilitation, development and management of strategy monitoring systems, financial performance and administration, Census and/or survey taking • Knowledge of MS Office Suite • A valid driver's license.

Person Profile: • This position will suit a person with: • Good communication, facilitation, report-writing, leadership, strategic, numerical and analytical thinking skills • Ability to manage personnel and other resources • Ability to be innovative and assertive • Willingness to travel.

Principal Survey Statistician (QLFS)
(One permanent position exists in the Labour Statistics chief directorate at Head Office, Pretoria)
(Salary Level 11: R612 822 all-inclusive remuneration package per annum)
(Ref. No.: 04/10/16HO)

Key Performance Areas: • Develop business and operational plans for the directorate • Develop content for QLFS in collaboration with Content and Development directorate • Facilitate analysis data and writing reports • Conduct research and recommending of appropriate methodology for the production of Labour Statistics • Liaise and provide statistical support to stakeholders • Coordinate training in collaboration with survey operations • Supervise staff.

Prerequisites: • A three-year tertiary qualification in Statistics/Demography/Econometrics/Economics/Social Science • Training in Labour Statistics Analysis and SAS training is essential • Training in Project Management would be an added advantage • At least five years proven experience in analysis of data and writing reports, and quantitative research of which two years must be on Assistant Director level or equivalent • Knowledge of MS Office Suite.

Person Profile: • This position will suit a person with: • Good communication, facilitation, presentation, numerical, report-writing, organisational and problem-solving skills • Ability to handle multiple tasks/projects • Ability to work under pressure.

Principal Survey Statistician: Content Development and Analysis
(One permanent position exists in the Labour Statistics chief directorate at Head Office, Pretoria)
(Salary Level 11: R612 822 all-inclusive remuneration package per annum)
(Ref. No.: 05/10/16HO)

Key Performance Areas: • Develop strategic, business and operational plans for the component • Develop content for all labour market surveys and related modules • Develop and test survey instruments, procedures and guidelines for labour statistics related surveys • Facilitate analysis of data and writing of reports • Conduct research and recommend appropriate methodologies for the production of Labour Statistics • Liaise with and provide statistical support to stakeholders • Conduct training in collaboration with Survey Operations • Supervise staff.

Prerequisites: • A three-year tertiary qualification in Statistics/Demography/Econometrics/Economics/Social Sciences or related fields • Training in statistical analysis is essential • Training in Project Management would be an added advantage • At least five years experience in analysis of data, quantitative research and writing reports of which two years must be on Assistant Director level or equivalent • Experience in the use of SAS statistical software for data analysis • Knowledge of labour force conceptual framework and labour market issues • Knowledge of MS Office Suite.

Person Profile: • This position will suit a person with: • Good communication, conceptual, analytical, numerical, strategic, operational planning, co-ordination and liaison skills • Customer oriented • Ability to work under pressure • Ability to handle multiple and complex tasks and projects.

Deputy Director: Contract Management (SCM)
(One permanent position exists in the Financial Administration chief directorate at Head Office, Pretoria)
(Salary Level 11: R 612 822 all-inclusive remuneration package per annum)
(Ref. No.: 06/10/16HO)

Key Performance Areas: • Develop policies, plans and procedures, guidelines, and processes regarding contract management • Manage compilation of draft contracts entered into by Statistics South Africa and service providers • Design, maintain and operate a contract management system for Statistics South Africa • Ensure monitoring and evaluation of performance by service providers and compile regular reports • Facilitate contract negotiations with the service providers on behalf of the organisation • Manage staff and other resources.

Prerequisites: • A three-year tertiary qualification in SCM/Logistics/Public Administration/Financial Accounting be accompanied by the academic report • Training in Supply Chain Management/Contract management/Logis/Iqual/BAS is essential • At least five years experience in contract management of which two years must be on Assistant Director level or equivalent in contract management • Knowledge of legal principles of contracts, contract managing, organising sessions, reporting, project management, financial management, bid procedures SCM procedures, research and investigating • Proven practical application of MS Office Suite • A valid driver's license.

Person Profile: • This position will suit a person with: • Good communication, analytical, interpretation, problem-solving, organising, listening, report-writing, comprehensive reading, policy development, facilitation, presentation, conflict-resolution and interpersonal skills • Ability to pay attention to detail • Ability to work under pressure and meet tight deadlines • Willingness to work long hours

Deputy Director: Budget Planning and Costing
(One permanent position exists in the Financial Administration chief directorate at Head Office, Pretoria)
(Salary Level 11: R612 822 all-inclusive remuneration package per annum)
(Ref. No.: 07/10/16HO)

Key Performance Areas: • Compile the submission of the MTEF, AENE and ENE • Responsible for cash flow planning • Compile the submission of the roll-over requests • Conduct budget planning information session to budget manager and budget staff • Provide information and responses to stakeholders on budget planning and costing.

Prerequisites: • A three-year tertiary qualification in Finance • An academic report must accompany the qualification • Training in Persal/BAS/Excel/government legislation such as PFMA, Treasury Regulation and Public Service Regulations • At least five years experience in financial management, budgeting and reporting of which two years must be on Assistant Director level or equivalent • Knowledge of basic accounting and budget experience • Knowledge of financial management, budgeting and reporting • Knowledge of MS Office Suite.

Person Profile: • This position will suit a person with: • Good communication, interpersonal, report writing, decision-making, problem-solving, planning, supervisory, organising, numerical and analytical thinking skills • Ability to be dedicated, loyal, honest and willing to do his/her job • Willingness to work overtime.

Deputy Director: Logistics Management
(One permanent position exists in the Financial Administration chief directorate at Head Office, Pretoria)

(Salary Level 11: R612 822 all-inclusive remuneration package per annum)

(Ref. No.: 17/10/16HO)

(The above position was previously advertised with Ref. No.: 18/02/16HO. Those who applied need not re-apply)

Key Performance Areas: • Develop applicable operational plans, policies and procedures • Ensure provision of efficient and effective ordering services • Manage transit and distribution management • Manage warehouse and courier services • Verify and consolidate commitments and accruals • Liaise and provide support to stakeholders • Ensure all queries are attended to with regard to audit queries • Manage staff and other resources.

Prerequisites: • A three-year tertiary qualification in Supply Chain Management/Logistics/Public Administration/Financial Management/Accounting • Knowledge of LOGIS, Supply Chain Management and BAS is essential • At least five years relevant experience in Supply Chain Management of which two years must be on Assistant Director level or equivalent • Knowledge of MS Office Suite.

Person Profile: • This position will suit a person with: • Good communication, report writing, analytical, numerical, leadership, negotiation, decision-making and financial management skills • Ability to train staff • Willingness to travel and work long hours.

Deputy Director: Provincial Finance and SCM
(One permanent position exists in the Limpopo Provincial Office)
(Salary Level 11: R612 822 all-inclusive remuneration package per annum)
(Ref. No.: 08/10/16LP)

Key Performance Areas: • Develop tactical/operational plans, policies, procedures, process mapping and standard operating procedures (SOP) for the SCM in the province • Manage the functions for financial advisory services, financial management and financial administration in the province • Manage provincial SCM function • Manage provincial asset function • Liaise with stakeholders • Manage staff and other resources.

Prerequisites: • A three-year tertiary qualification in Financial Management/Accounting • Knowledge of Public Finance Management Act, LOGIS, BAS and PERSAL • At least five years experience in Accounting and Auditing of which two years must be on Assistant Director level or equivalent • Management experience in the finance field • 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 interpersonal, communication, quality management, problem-solving and decision-making skills • Ability to be accurate and pay attention to detail • Ability to be independent and with sound code of ethics.

Principal Lateral and Donor Relations Officer
(One permanent position exists in the International Statistical Development chief directorate at Head Office, Pretoria)

(Salary Level 11: R612 822 all-inclusive remuneration package per annum)

(Ref. No.: 09/10/16HO)

Key performance Areas: • Develop an International Consultancy Manual • Conduct annual international consultancy services needs • Procure International Consultancy Services needs • Conduct annual donor

assistance needs • Assist in securing donor funding for the organisation • Communicate with embassies • Manage the international cooperation and partnerships sub component.

Prerequisites: • A three-year tertiary qualification in Statistics/Demography or any related field • Course or training Project Management would be an added advantage • At least five years experience of which two years must be on Assistant Director level or equivalent in planning, internal relations, process development, quality and performance management • Knowledge and understanding of international consultancy, embassies, bilateral, multilateral, donor relations practices and understanding of internal protocol & policies will be an added advantage • Knowledge of MS Office Suite.

Person Profile: • This position will suit a person with • Good communication, operational planning, leadership, research, facilitation, analytical, report-writing, interpersonal, project management, time management and budgeting skills • Ability to communicate with diverse stakeholders in the organisation at national and international level • Ability to continuously improve and build on quality • Ability to work under pressure in order to meet deadlines • Willingness travel and work long hours.

Principal Apex Support Officer

(One permanent position exists in the International Statistical Development chief directorate at Head Office, Pretoria)

(Salary Level 11: R612 822 all-inclusive remuneration package per annum)

(Ref. No.: 10/10/16HO)

Key Performance Areas: • Design guidelines for top management support • Prepare and provide top management with relevant documents on its international activities • Facilitate organisation of international conferences/workshops • Facilitate compilation of a register of international events that require top management participation and inputs • Prepare reports on top management's international activities and document international resolutions • Develop programmes of action to implement international resolutions • Manage the Apex Support sub-component.

Prerequisites: • A three-year tertiary qualification in Project Management/Statistics/Demography or any related field • A course or training in Possession of Statistics Research and Population Studies would be an added advantage • At least five years relevant experience of which two years must be on Assistant Director level or equivalent in planning, international relations, process development, quality and performance management • Knowledge and understanding of statistical development, international protocol, policies and African capacity building programmes would be an added advantage • Knowledge of MS Office Suite • A valid driver's license would be an added advantage.

Person Profile: • This position will suit a person with • Good communication, operational planning, leadership, research, facilitation, analytical, report-writing, interpersonal, project management, time management and budgeting skills • Ability to communicate with diverse stakeholders in the organisation, at national and international level • Continuously improvement and build on quality • Ability to work under pressure in order to meet deadlines • Willingness travel and work long hours.

Methodologist

(Four permanent positions exist in the Methodology and Evaluation chief directorate at Head Office, Pretoria)

(Salary Level 9: R311 784 per annum)

(Ref. No.: 11/10/16HO)

Key Performance Areas: • Provide support in the identification of suitable sampling frames and selection of samples for surveys • Provide input in the design of computer programs, development of methodologies for weighting and estimation, and 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 would be an added advantage • At least four years experience as a methodologist/statistician of which two years must be on supervisory level • Relevant working experience in data collection, analysis, evaluation and interpretation • Knowledge of survey processes and the statistical production process • Proficiency in MS Office Suite.

Person Profile: • This position will suit a person with: • Good communication, planning, problem-solving, interpersonal, analytical, conceptualisation and research skills • Ability to work independently as well as in a team • Ability to work long hours under pressure to meet tight deadlines • Willingness to travel.

Assistant Director: Monitoring and Control
(One permanent position exists in the HRM&D chief directorate at Head Office, Pretoria)
(Salary Level 9: R311 784 per annum)
(Ref. No.: 12/10/16HO)

Key Performance Areas: • Provide input in the development of policies and procedures for the Monitoring and Control directorate • Participate in the design and development of monitoring and control plans, systems and tools for the directorate • Conduct analyses on the application of HRM policies, procedures and plans • Monitor the HR audit systems to improve audit readiness • Conduct exit interviews with permanent staff • Provide assistance during MPAT • Supervise staff.

Prerequisites: • A three-year tertiary qualification in Human Resources Management/Public Management//Industrial Psychology or related field • Knowledge in monitoring and evaluation • At least four years experience in HRM and/or in monitoring and evaluation • Knowledge of HRM policies and procedures and relevant regulatory frameworks • Understanding monitoring and evaluation systems • Knowledge of MS Office Suite • A valid driver's license.

Person Profile: • This position will suit a person with: • Good communication, report writing, research, interviewing, leadership, strategic thinking and analytical and conflict-resolution skills • Willingness to travel.

District Survey Coordinator
(One permanent position exists in the KwaZulu-Natal Provincial Office: eThekweni District)
(Salary Level 9: R311 784 per annum)
(Ref. No.: 13/10/16KZN)

Key Performance Areas: • Implement district operational plans, procedures, process mapping, standard operating procedures and implementation of policies in the district office • Coordinate listing and updating of dwelling units in sampled PSU's • Conduct training for projects in the district office • Implement fieldwork data collection for projects in the district • Supervise staff and other resources • Liaise with stakeholders.

Prerequisites: • A three-year tertiary qualification in Statistics/Mathematics/Social Sciences/Geography/Demography/Public Administration • Training in sampling techniques and survey methodology is essential • At least four years extensive field work experience of which two years must be on supervisory level • Knowledge of project management, survey methodologies, sampling techniques, computer skills, financial and risk management • 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 interviewing, leadership, language proficiency, report writing, interpersonal, communication, map reading, innovative thinking, assertiveness, team work orientated, presentation, conflict resolution, analytical and strategic thinking skills • Ability to work under pressure • Ability to adapt to change • Willingness to work long hours.

Assistant Director: District Coordination
(One contract position exists in the Western Cape Provincial Office until 31 March 2017:
Metro 2 District)
(Ref. No.: 14/10/16WC)
(Salary Level 9: R311 784 per annum plus 37% in lieu of service benefit)

Key Performance Areas: • Implement district operational plans procedure, process mapping and implementation of policies in the district • Provide assets management and office administration in the district • Provide FMLS and related services in the District Office • Provide Supply Chain Management services in the district • Provide financial administration and control function in the district • Coordinate the implementation of HRM functions in the district.

Prerequisites: • A three-year tertiary qualification in Administration with Accounting as an ancillary subject • Training in BAS, LOGIS and understanding of Project Management • Understanding of statistical products is

essential • At least four years experience in general office administration of which two years must be on supervisory level • A valid driver's license will be an added advantage.

Person Profile: • This position will suit a person with: • Good communication, organising, customer service and interpersonal skills • Willingness to work long hours.

Survey Statistician

(One permanent position exists within the Survey Coordination, Monitoring and Evaluation chief directorate at Head Office, Pretoria)
(Salary Level 8: R262 272 per annum)
(Ref. No.: 15/10/16HO)

Key Performance Areas: • Implement integrated household surveys monitoring and evaluation strategies and plans • Build monitoring and evaluation systems and tools for surveys and census • Conduct monitoring and evaluation field operations • Process, analyse and provide reports on data • Conduct quality assurance and control and reconciliation visits of household surveys as well as analyse evaluation surveys data • Liaise with stakeholders.

Prerequisites: • A three-year tertiary qualification in Statistics/Mathematics and/or Demography • At least three years applicable working experience • Training in Monitoring and Evaluation or related field • Facilitation and/or development of monitoring systems • A valid driver's license.

Person Profile: • This position will suit a person with: • Good communication, interpersonal, facilitation, report-writing, leadership, supervision and analytical skills • Willingness to travel • Willingness to work long hours on weekends and public holidays • Ability to meet deadlines.

Survey Statistician

(One permanent position exists within the Social Analysis chief directorate at Head Office, Pretoria)
(Salary Level 8: R262 272 per annum)
(Ref. No.: 16/10/16HO)

Key Performance Areas: • Develop training manuals provide input in the development of data collection instruments • Provide input in the development of editing and imputation systems • Analyse data towards the publication of statistical release and user request • Participate in the production of thematic reports and research papers • Provide input in the development of operational plan and statistical processing methodology • Record all activities and outputs related to the statistical value chain and the development of data • Interact with stakeholders.

Prerequisites: • A three-year tertiary qualification in Statistics /Demography/Economics/Development Studies and/or related field • At least three years applicable working experience • Knowledge of SAS programming and SAS enterprise guide • Knowledge of report writing and basic programming.

Person Profile: • This position will suit a person with: • Good communication, interpersonal, analytical, numerical and communication skills • Ability to work independently under pressure • Willingness to work long hours.

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

Closing date for applications: 4 November 2016 at 16h00

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 • It is applicants responsibility to have foreign qualifications evaluated by South African Qualification Authority (SAQA) • 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 0002 or hand-deliver at ISlballo House, Koch Street, Salvokop, Pretoria.

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

• **Limpopo:** Post to the Human Resources Officer, Private Bag X 9441, Polokwane, 0700 or hand-deliver at 29 Bodenstern Street, Corporate Park Building, Polokwane

Enquiries: Kindly contact Mr Collins Tlaka at (015) 295 3300.

• **KwaZulu-Natal:** Post to the Human Resources Officer, Private Bag X 54337, Durban 4000 or hand-deliver at 85 on Field, 85 Joe Slovo Street, 4th Floor.

Enquiries: Kindly contact Mr Nkosinathi Zondi at (031) 360 0600.

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

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

• **Western Cape:** Post to the Human Resources Officer, Private Bag X 9072, Cape Town 8000 or hand-deliver at 22 Long Street, Liberty Building, 3rd Floor.

Enquiries: Kindly contact Mr Bulelani Mbiyozo at (021) 481 5500.

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

People living with disabilities are encouraged to apply for the above positions.

Senior Management Service (SMS) Posts: All shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools.