



The South Africa I know, the home I understand

**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 favor)
- Administrative competence: The ability of bringing it all together.

#### **Executive Manager: Short-Term Indicator Statistics**

**(One permanent position exists in the Short-Term Indicator Statistics division at Head Office, Pretoria)  
(Salary Level 14: R934 866 all-inclusive remuneration package per annum)  
(Ref No.: 10/03/14HO)**

**Key Performance Areas:**

- Provide strategic leadership within the Short-term Indicator Statistics division
- Ensure effective planning, implementation and monitoring of divisional strategies, plans and policies
- Manage the development and implementation of quality assurance procedures
- Align the outputs of the division with relevant local and international standards, frameworks and classifications
- Work closely with stakeholders to address issues of common interest and needs
- Manage human and financial resources in the division effectively and efficiently.

**Prerequisites:**

- A postgraduate qualification in Statistics/Economics/Accounting or related field/s
- Training in Project and Financial Management
- Extensive experience in managing sample surveys and good knowledge of business survey methodologies
- Experience in management of data collection, processing, editing, analysis and dissemination
- Extensive experience in a senior management role in a large organisation
- Knowledge of MS Office Suite
- Knowledge of budgeting, risk assessment and planning for surveys
- Knowledge of government prescripts, policy and legislation
- A valid driver's license
- Ability to interact with stakeholders
- Make presentations of both a technical and non-technical nature to various stakeholders.

**Person Profile:**

- This position will suit a person with: Good project management, organisational and interpersonal skills with professional and non-professional staff
- Ability to work under pressure and meet deadlines
- Ability to handle multiple and complex tasks and projects
- Dynamic, self-driven, innovative and results orientated
- Strong service delivery, customer care and quality focus
- Willingness to travel extensively and work long hours.

#### **Manager: Monitoring and Control**

**(One permanent position exists in the HRM division at Head Office, Pretoria)  
(Salary level 13: R771 306 all-inclusive remuneration package per annum)  
(Ref. No.: 11/03/14HO)**

**Key Performance Areas:**

- Manage the development of policies, procedures and plans for the component
- Manage the central HR policies, procedures and participate in formulation of HRM strategies
- Manage the design and development of monitoring and control systems, tools, framework and indicators for the division
- Manage the coordination of HR audit
- Manage HRM progress report and monitor divisional performance against its plans
- Liaise with stakeholders
- Manage staff and other resources including budgets.

**Prerequisites:**

- A three-year tertiary qualification in Human Resource Management/Public Management/Industrial Psychology or related field
- Training in Monitoring and Evaluation/Project

Management/Quality Management is essential • At least six years experience in Human Resources Management • Knowledge of HR policies and procedures, including PSR and relevant acts • Experience in facilitation and/or development and/or management of strategy monitoring systems within the public service • Knowledge of MS Office Suite • A valid driver's license.

**Person Profile:** • This position will suit a person who has: Good research, interviewing, report writing, presentation, leadership, analytical, communication, strategic thinking and conflict resolution skills • Must be an innovative thinker and a team player • Ability to communicate at all levels, manage personnel and other resources.

**Deputy Manager: Methodologist**  
**(One permanent position exists in the Prices Methodology and Research division at Head Office, Pretoria)**  
**(Salary level 11: R495 603 all inclusive remuneration package per annum)**  
**(Ref. No.: 12/03/14HO)**

**Key Performance Areas:** • Develop strategy, policy, plans and procedures for price statistics methodology • Develop methodology regarding price statistics based on international best practices and ensure continuous improvement of price statistics • Advise on the implementation of all new methodology and ensure that the price statistics are collected based on the correct methods • Develop methodologies for reweighting, rebasing, and sample management for CPI and PPI • Analysis of price statistics • Supervision of methodologists • Liaise with stakeholders.

**Prerequisites:** • A three-year tertiary qualification in Economics/Statistics/Econometrics/Mathematics • At least five years experience as a producer or significant user of price data • Experience in SAS programming • Knowledge of Price Statistics and Economics.

**Person Profile:** • This position will suit a person with: Good writing, analytical, research, problem-solving and statistical analysis skills • Willingness to adapt to change • Ability to critically evaluate work methods and content • Ability to work independently and accurately.

**Deputy Manager: Prices Quality Audit**  
**(One permanent position exists in the Prices Methodology and Research division at Head Office, Pretoria)**  
**(Salary level 11: R495 603 all inclusive remuneration package per annum)**  
**(Ref. No.: 13/03/14HO)**

**Key Performance Areas:** • Develop, maintain and improve audit system methodology and programs • Manage the audit process • Conduct specific analysis and monitor performance sampling for data quality • Manage staff and other resources • Interact with stakeholders.

**Prerequisites:** • A three-year tertiary qualification in Management/Quality/Auditing/Economics/Statistics • Training in ISO 9001:2000 and/or TQM is essential • At least five years experience in quality management auditing and all aspects of quality assurance • Knowledge of Price Statistics, Economics Statistics, survey and statistical methodology, TQM and internal auditing.

**Person Profile:** • This position will suit a person with: Good writing, research, statistical analysis and problem-solving skills • Ability to be objective and impartial • Willingness to travel and work long hours.

**Principal Systems Developer**  
**(One permanent position exists in the Methodology and Evaluation division at Head Office, Pretoria)**  
**(Salary level 11: R 495 603 all-inclusive remuneration package per annum)**  
**(Ref. No.: 14/03/14HO)**

**Key Performance Areas:** • Participate in gathering and analysis of user requirements • Develop, maintain and run complex update procedures on databases from external sources • Develop, maintain and run complex extract procedures on databases and existing applications to provide to users • Participate in designing complex high quality applications and relational database • Develop applications and components • Test

complex applications • Develop complex user manuals and training of users • Review and quality control of developed applications • Provide user support and technical consulting support on projects • Supervise staff.

**Prerequisites:** • A three-year tertiary qualification in IT or related field • At least five years experience in programming • Experience in relational database • Knowledge of advanced programming, database querying and Transact SQL visual basic/VB.Net, risk management, programming SQL server database and project management • Knowledge of MS Office Suite.

**Person Profile:** • This position will suit a person with: Good communication, presentation, strategic, organising, planning, analytical, 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.

**Principal Systems Developer**  
**(One permanent position exists in the Geography Division at Head Office, Pretoria)**  
**(Salary level 11: R495 603 all-inclusive remuneration package per annum)**  
**(Ref. No.: 15/03/14HO)**

**Key Performance Areas:** • Participate in gathering and analysis of user requirements • Develop, maintain and run complex update procedures on databases from external sources • Develop , maintain and run complex 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 and components • Test complex applications • Develop complex user manuals and training of users • Review and quality control of developed applications • Provide user support and technical consulting support on projects • Supervise staff.

**Prerequisites:** • A three-year tertiary qualification in IT or related field • At least five years experience in programming • Experience in systems analysis and relational database design is required • Knowledge of business analysis, systems analysis, database design and data modelling, advanced programming, database querying and Transact SQL and project management • Knowledge of MS Office Suite • Experience in relational database concepts, preferably MS SQL Server or Oracle 10g will be an added advantage • Experience in systems development in a Web environment will be an added advantage • Experience in Microsoft Development Frameworks, ASP / ASP.Net, Java script, C#.Net, VB.Net/Visual Basic, HTML, and XML will be an added advantage • Experience in ESRI GIS Products such as ArcGIS Desktop, ArcGIS Server, Arc GIS Mobile and ArcObjects 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 operate strategically • Ability to train people • Ability to work under pressure and meet deadlines • Willingness to travel and work long hours.

**Principal Systems Analyst**  
**(One permanent position exists in the Methodology & Evaluation division at Head Office, Pretoria)**  
**(Salary level 11: R495 603 all-inclusive remuneration package per annum)**  
**(Ref. No.: 16/03/14HO)**

**Key Performance Areas:** • Facilitate and analyse business requirements and produce user requirement specifications • Design complex relational databases • Design of complex and quality integrated systems and applications • Ensure training of users • Ensure testing of integrated applications • Facilitate production implementation of integrated applications • Ensure provision of user support.

**Prerequisites:** • A three-year tertiary qualification in Information Technology or related field • Training in business or systems analysis and data architecture, data modelling, database design and project management is essential • At least five years experience in systems analysis and design including relational database design, client server application development including relational database design • Knowledge of systems and data architecture, advanced database design and data modelling, and advanced programming.

**Person Profile:** • This position will suit a person who has: Good communication, problem-solving, analytical, presentation, decision-making, conflict resolution and facilitation skills and who is dedicated, committed, reliable, innovative and self-motivated • Ability to work independently and in a team • Ability to work under pressure and meet deadlines • Willingness to travel and work long hours.

### **Survey Statistician**

**(One permanent position exists in the Survey Co-ordination, Monitoring and Evaluation division at Head Office, Pretoria)**

**(Salary level 8: R212 106 per annum)**

**(Ref. No.: 17/03/14HO)**

**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 • Processing, analysing and reporting of the 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, supervision, interpersonal and analytical skills • Willingness to travel extensively.

### **Survey Statistician: Content Development**

**(Two permanent positions exists in the Poverty and Inequality Stats division at Head Office, Pretoria)**

**(Salary level 8: R212 106 per annum)**

**(Ref. No.: 18/03/14HO)**

**Key Performance Areas:** • Provide inputs in the development and implementation of tactical and operational plans for the component • Participate in the research and development of content for poverty and expenditure surveys • Provide inputs into the development and updating of the divisional research agenda and compile research reports in line with the research agenda • Participate in the development and testing of survey methodology, procedures and processes for poverty and expenditure surveys • Analyse data towards the publication of statistical releases, reports and products • Record all activities and outputs related to content development and research, and compile metadata • Liaise and provide support to stakeholders.

**Prerequisites:** • A three-year tertiary qualification in Economics/Econometrics/Statistics/Social Science/Research Methods/Demography/Development Studies or related field • Training in SAS or another statistical software package is essential • At least two years proven experience with exposure to analysis of data, writing reports and/or research • Knowledge of MS Office Suite.

**Person Profile:** • This position will suit a person with: Good conceptual, analytical, numerical, communication, co-ordination and liaison skills with a strong focus on service delivery, customer needs and process and product quality • Ability to work under pressure • Ability to handle multiple and complex tasks and projects • Willingness to travel and work long hours.

### **Demographer**

**(One permanent position exists in the Census Inputs and Outputs division at Head Office, Pretoria)**

**(Salary level 8: R212 106 per annum)**

**(Ref. No.: 19/03/14HO)**

**Key Performance Areas:** Participate in the development of census/survey content and products • Participate in user consultation processes for census/survey data items and products • Provide support on census/survey training on content • Provide support in census/survey analysis and product development.

**Prerequisites:** A three-year tertiary qualification in Statistics/Demography or related field • At least two years experience in census or survey undertaking • Ability to analyse data using statistical packages such as SAS, STATA • Knowledge of MS Office Suite.

**Person Profile:** This position will suit a person with: • Good communication, interpersonal, presentation, numerical and analytical skills • Ability to handle multiple tasks and work under pressure • Ability to meet deadlines and work long hours.

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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: 28 March 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 170 De Bruin Park Building, corner Andries (Thabo Sehume) and Vermeulen (Madiba) Streets, Pretoria.

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

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