



**stats sa**

Department:  
Statistics South Africa  
REPUBLIC OF SOUTH AFRICA

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## STATISTICS SOUTH AFRICA

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 or favour), Administrative competence: The ability of bringing it all together.

**APPLICATIONS:** All applications must be submitted online by [clicking here](#).

**CLOSING DATE:** 05 March 2021

**NOTE:** Applications must be submitted online and must be completed in full on all fields including the declaration part. Clear indication of the post and reference number that is being applied for must be stated. A recent, comprehensive CV, specifying all qualifications and experience, with respective dates and certified copies of qualifications and ID must be uploaded on the system. General information: Candidates whose appointments promote representatively in terms of race, gender and disability will receive preference. All shortlisted candidates for SMS posts 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. The shortlisted candidate(s) will be required to undergo a Competency Assessment and must be available for interviews at a date and time determined by Statistics South Africa. One of the minimum entry requirement for SMS position is the pre-entry certificate. For more details on the pre-entry course visit: <https://www.thensg.gov.za/training-course/smspre-entry-programme/>. The successful candidate(s) will be required to sign an annual performance agreement, disclose his/her financial interests and be subjected to security clearance. Applications that do not comply with the requirements will not be taken into consideration. If you have not received a response from this Department within three months of the closing date, please consider your application unsuccessful. **NOTE:** Statistics South Africa reserves the right to fill or not fill the below-mentioned posts.

**Chief Director: Research and Innovation**  
**One permanent position exists at Head Office, Pretoria (Ref No 01/02/21HO)**  
**(Salary Level 14: R1 251 183 per annum all-inclusive package)**

**Prerequisites:** ● A NQF level 7 qualification in Mathematics/ Statistics/ Economics/ Econometrics/ Geography/ Social Sciences ● At least 6 years relevant experience of which 5 years must be at senior managerial level ● Training in Project Management, Statistical packages and management courses is essential ● Extensive experience in using statistical or general programming language ● Experience in qualitative research, statistical analysis and presentations ● Extensive quantitative research experience ● Knowledge of national and international standards and practices ● Experience in leading and managing transformation, change and diversity ● Experience in corporate strategy, operational planning and management and leadership ● Broad knowledge of object oriented analysis and design methods ● A valid driver's license.

**Key Performance Areas:** ● Lead the development of the strategic and operational plans, policies and procedures for the chief directorate ● Provide leadership in research, validation, interpretation and presentation of qualitative and quantitative data related to statistical areas ● Develop a research agenda for the chief directorate ● Facilitate research into production systems, processes, new statistical methods and emerging statistical practices, Liaise with audit structure to address identified weaknesses in respect of internal controls ● Facilitate research aimed at establishing new statistical products ● Provide leadership in the cultivation of a culture in research and innovation within the organisation by overseeing, monitoring, advising and supporting research work in the organisation ● Liaise with internal and external stakeholders and contributing to dialogue in research topics ● Provide strategic leadership in the management and monitoring of the budget and resources of the chief directorate.

**Person Profile:** ● This position will suit a person with: ● Good communication, decision making, leadership, presentation, conflict resolution, report writing and facilitation skills ● Ability to handle stressful situations ● Willingness to work under pressure and long hours to meet deadlines ● Willingness to travel.

**Director: Content Development and Analysis**  
**One permanent position exists at Head Office, Pretoria (Ref No.: 02/02/21HO)**  
**(Salary Level 13: R1 057 326 per annum all-inclusive package)**

**Key Performance Areas:** • Ensure the development of strategic, business and operational plans for the component  
• Ensure development of the content for all surveys and related modules within the division • Ensure development and testing of survey instruments, procedures and guidelines for labour statistics related surveys • Manage data analysis and report writing • Oversee research and recommending appropriate methodologies for the production of labour statistics • Liaise and provide statistical support relating to labour statistics to internal and external stakeholders • Manage training in collaboration with Survey Operations • Manage staff, budget and other resources  
• Ensure the development of policies.

**Prerequisites:** • A three-year tertiary qualification (NQF 7 SAQA recognised) in Statistics; Demography; Econometrics; Economics and or Social Science • Training in statistical analysis, project management, SAS training  
• Proven experience in data analysis and report writing and quantitative research • At least six years of experience data analysis • Five (5) years of experience at a middle management level • Knowledge of MS Office Suite • A valid driver's license.

**Person Profile:** • This position will suit a person with: • Good communication, decision making, leadership, presentation, conflict resolution, report writing and facilitation skills • Customer focussed, strategic thinker, ability to handle multiple and complex tasks, strong conceptual, analytical and numeric ability • Ability to handle stressful situations • Willingness to work under pressure and long hours to meet deadlines • Willingness to travel.

**Director: Large Business Unit**  
**One permanent position exists at Head Office, Pretoria (Ref No.: 03/02/21HO)**  
**(Salary Level 13: R1 057 326 per annum all-inclusive package)**

**Key Performance Areas:** • Ensure the development of strategic, policy, standard operating procedures and operational plans for the component • Manage the profiling of enterprise groups on the business sampling frame • Provide technical leadership through research on relevant business register topic • Liaise and provide support relating to internal and external stakeholders • Manage staff, budget and other resources.

**Prerequisites:** • A three-year tertiary qualification (NQF 7 SAQA recognised) in Accounting, Business Economics, Statistics and or Economics • Training in project management • Proven experience in the statistical production process, at least six years • Five (5) years of experience at a middle management level • Knowledge of MS Office Suite • A valid driver's license.

**Person Profile:** • This position will suit a person with: • Good communication, decision making, leadership, presentation, conflict resolution, report writing and facilitation skills • Customer focussed, strategic thinker, ability to handle multiple and complex tasks, strong conceptual and analytical skills • Ability to handle stressful situations • Willingness to work under pressure and long hours to meet deadlines • Willingness to travel.

**Director: Statistical Support and Informatics (SSI)**  
**(One permanent position exists in the Northern Cape Provincial Office (Ref No.: 04/02/21NC)**  
**(One permanent position exists in the Gauteng Provincial Office (Ref No.: 05/02/21GP)**  
**(One permanent position exists in the KZN Provincial Office (Ref No.: 06/02/21KZN)**  
**(Salary Level 13: R1 057 326 per annum all-inclusive package)**

**Key Performance Areas:** • Ensure the development of strategic, policy, standard operating procedures, process mapping and operational plans for field operations in the province • Manage of all SSI activities in the province and projects • Develop and coordinate advocacy strategies • Identify provincial priorities and provide inputs into provincial development indicator framework • Liaise and provide support relating to internal and external stakeholders • Manage staff, budget and other resources.

**Prerequisites:** • A three-year tertiary qualification (NQF 7 SAQA recognised) in Mathematics, Statistics, Social Studies, Demography and or Geography • At least six years proven experience in the statistical production process, data analysis, map reading and report writing • Training in project management • Five (5) years of experience at a middle management level • Knowledge of MS Office Suite • A valid driver's license.

**Person Profile:** • This position will suit a person with: • Good communication, decision making, leadership, presentation, conflict resolution, report writing and facilitation skills • Customer focussed, strategic thinker, ability to handle multiple and complex tasks, strong conceptual and analytical skills • Ability to handle stressful situations • Willingness to work under pressure and long hours to meet deadlines • Willingness to travel.

**Director: Risk Management**  
**One permanent position exists at Head Office, Pretoria (Ref No.: 07/02/21HO)**  
**(Salary Level 13: R1 057 326 per annum all-inclusive package)**

**Key Performance Areas:** • Ensure the development, initiation and implementation of efficient and effective risk management programmes in line with the PFMA and best practises • Improve an automated risk management process • Ensure the development and implementation of organisational risk management programme • Embedding risk management culture within Stats SA and facilitate the strategic and operational risk assessment • Ensure the development of business continuity management processes within Stats SA • Manage staff , budget and other resources •

**Prerequisites:** • A three-year tertiary qualification (NQF 7 SAQA recognised) in Business Administration; Accounting, Risk Management, Auditing, Internal Control and or Financial Management • At least six years proven experience in Risk Management , Quality Improvement Management, Business Administration , Internal Audit and or Finance • Five (5) years of experience at a middle management level • Proficiency in accounting principles, audit standards and techniques, especially pertaining to government accounting • Knowledge of MS Office Suite • A valid driver's license.

**Person Profile:** • This position will suit a person with: • Good communication, decision making, leadership, presentation, conflict resolution, report writing and facilitation skills • Proficiency in the interpretation and application of Acts, Regulations and Policies • High standard of honesty objectivity and diligence • Ability to handle stressful situations • Willingness to work under pressure and long hours to meet deadlines • Willingness to travel.

**Director: Field Operations**  
**(One permanent position exists in the Northern Cape Provincial Office (Ref No.: 08/02/21NC)**  
**(One permanent position exists in the Eastern Cape Provincial Office (Ref No.: 09/02/21EC)**  
**(Salary Level 13: R1 057 326 per annum all-inclusive package)**

**Key Performance Areas:** • Ensure the development of strategic, policy, standard operating procedures, process mapping and operational plans for field operations in the province • Manage integrated Fieldwork Operations for all surveys and Census in the province • Ensure and promote good governance in the area of fieldwork operations • Liaise and provide support relating to internal and external stakeholders • Manage staff, budget and other resources.

**Prerequisites:** • A three-year tertiary qualification (NQF 7 SAQA recognised) in Mathematics, Statistics, Social Studies, Demography and or Geography • At least six years proven experience in the statistical production process, data collection and monitoring, map reading, survey methodology and report writing • Training in project management • Five (5) years of experience at a middle management level • Knowledge of MS Office Suite • A valid driver's license.

**Person Profile:** • This position will suit a person with: • Good communication, decision making, leadership, presentation, conflict resolution, report writing and facilitation skills • Customer focussed, strategic thinker, ability to handle multiple and complex tasks, strong conceptual and analytical skills • Ability to handle stressful situations • Willingness to work under pressure and long hours to meet deadlines • Willingness to travel.

**Director: Crime and Safety Statistics**  
**One permanent position exists at Head Office, Pretoria (Ref No.: 10/02/21HO)**  
**(Salary Level 13: R1 057 326 per annum all-inclusive package)**

**Key Performance Areas:** • Manage the development of instruments and designing of survey methodology • Manage the development, editing and imputation systems • Oversee the development and dissemination of crime statistics • Ensure the production of thematic reports and present research papers • Manage staff , budget and other resources • Liaison with internal and external stakeholders.

**Prerequisites:** • A three-year tertiary qualification (NQF 7 SAQA recognised) in Statistics; Demography; Economics, Development Studies and or Social Science • Training in statistical analysis, project management, SAS Programming and SAS Enterprise guide training • Proven experience in report writing and survey methodology • At least six years of experience survey methodology and questionnaire design • Five (5) years of experience at a middle management level • Knowledge of MS Office Suite • A valid driver's license.

**Person Profile:** • This position will suit a person with: • Good communication, decision making, leadership, presentation, conflict resolution, report writing and facilitation skills • Customer focussed, strategic thinker, ability to handle multiple and complex tasks, strong conceptual, analytical and numeric ability • Ability to handle stressful situations • Willingness to work under pressure and long hours to meet deadlines • Willingness to travel.

**Assistant Director: Labour Relations**  
**Two permanent positions exist at Head Office in Pretoria (Ref No.: 11/02/21HO)**  
**(Salary Level 9: R376 596 per annum)**

**Key Performance Areas:** • Conduct grievance procedures • Handle disciplinary measures • Facilitate appeals against the outcomes of the disciplinary proceedings • Deal with disputes and labour unrest • Coordinate and compile case management issues

**Prerequisites:** • A three year tertiary qualification in Labour Relations, Labour Law, Human Resource Management/Industrial Psychology or related • At least 2-4 years' experience in the field of labour relations • Knowledge of prescripts governing labour relations • Knowledge of MS Office Suite • A valid driver's licence.

**Person Profile:** • This position will suit a person with: Good Interpersonal skills, written and verbal communication • Ability to work under pressure and long hours • Willingness to travel.

**Chief Survey Statistician: Price Statistics**  
**One permanent position exists at Head Office in Pretoria (Ref No.: 12/02/21)**  
**(Salary Level 13: R1 057 326 per annum all-inclusive package)**

**Key Performance Areas:** Meet the needs of external stakeholders for complex analysis of price data and engagement on methodologies • Research, develop and recommend appropriate data sources and methodologies for new price indices, Research, develop and recommend appropriate data sources and methodologies for existing price indices (CPI, PPI, CMPI, XMUVI) • Render technical guidance in the development of quality standards and data analysis framework • Mentor and provide on the job training for staff.

**Prerequisites:** • An Honours degree in Economics/ Econometrics/ Statistics/ Mathematics/ Data Science and/or Accounting • At least five years' experience in complex data management and analysis; report writing and presentation to users of data • Knowledge of Specialist Statistical techniques and Price data, Advanced training in SAS and experience in other software packages is essential • Knowledge of MS Office Suite • A valid driver's license • High level capability in excel and statistical packages, analysis and interpretation of data, coding of computer applications • Accuracy and paying attention to detail • Ability to plan work and meet timelines, independent worker, innovative thinker, effective communicator.

**Person Profile:** • This position will suit a person with: • Ability to work under pressure and long hours • High level of numeracy, written and verbal communication and good interpersonal skills • Willingness to travel.

**Director: Labour Relations**  
**One permanent position exists at Head Office, Pretoria (Ref No.: 12/02/21HO)**  
**(Salary Level 13: R1 057 326 per annum all-inclusive package)**

**Key Performance Areas:** • Manage grievance processes • Facilitate appeals against the outcomes of the disciplinary proceedings • Manage and monitor the application of the disciplinary process in the department • Manage dispute resolution mechanisms and labour unrest • Manage effective collective bargaining • Manage staff and other resources • Ensure the development of policies.

**Prerequisites:** • A three-year tertiary qualification (NQF 7 SAQA recognised) in Labour Law; Labour Relations; Human Resources and or Industrial Psychology • Management of conflict, law of evidence, handling negotiations and understanding the employment contract • At least six years of experience in labour relations • Five (5) years of experience at a middle management level • Knowledge of MS Office Suite • A valid driver's license.

**Person Profile:** • This position will suit a person with: • Good communication, decision making, leadership, presentation, conflict resolution, report writing and facilitation skills • An innovative thinker who is assertive, ability to manage power, understanding diversity and a good balance between empathy and assertiveness as well as counselling skills • Ability to handle stressful situations • Willingness to work under pressure and long hours to meet deadlines • Willingness to travel.

**Director: Producer Price Index (PPI) Operations**  
**One permanent position exists at Head Office in Pretoria (Ref No: 13/02/21HO)**  
**(Salary Level 13: R1 057 326 per annum all-inclusive package)**

**Key Performance Areas:** Manage team performance and budget, and ensure compliance to financial and human resources directives and legal frameworks • Liaise with internal and external stakeholders • Direct the collecting of price data from producers • Manage the processing, editing and verification of price data • Ensure the maintenance of samples of businesses and products and Mentor and provide on the job training for staff.

**Prerequisites:** • An NQF 7 degree in Economics/ Statistics/ and/or Accounting • At least five years' experience in data collection, processing and analysis of large samples; report writing and presentation to users of data, proven track record and reputation for driving strategic planning, monitoring and reporting on an organisational level • Development of user-friendly products and outputs, Knowledge of MS Office Suite and SAS • A valid driver's license, • High level capability in excel and statistical packages, analysis and interpretation of data, coding of computer applications, Accuracy and paying attention to detail,

**Person Profile:** • This position will suit a person with: • Ability to work under pressure and long hours • High level of numeracy, written and verbal communication and good interpersonal skills • Ability to plan work and meet timelines, independent worker, innovative thinker, effective communicator. • Willingness to travel.

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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: 05 March 2021**

**Important note:** Applications must be submitted online by [clicking here](#).

**Enquiries:** Kindly contact the following official:

Nico Jones – 012 310 4880

**Also note:** "Those who have existing profiles should update them accordingly because the system has been modified to accommodate changes in the new Z83".

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