

DEPARTMENT OF DEFENCE



- APPLICATIONS** : Department of Defence, Defence Policy Strategy and Planning, Director Strategy and Planning, Private Bag X910, Pretoria, 0001 or may be hand delivered to Defence Headquarters (Reception), Armscor Building, Corner of Nossob and Boeing Streets, Erasmuskloof, Pretoria 0001 or email to Pragasen.Ramsing@dod.mil.za
- CLOSING DATE** : 29 August 2025 at 16h00, (Applications received after the closing date and faxed copies will not be considered).
- NOTE** : Applications must be submitted on the prescribed form Z83 (obtainable from any Public Service Department office i.e effective 01 January 2021 or on the DPSA web site link: <https://www.dpsa.gov.za/newsroom/psvc/>. Should an application be received using incorrect application employment form Z83, it will be disqualified, which must be originally signed and dated by the applicant, and which must be accompanied by a detailed CV only (with full particulars of the applicants' training, qualifications, competencies, knowledge & experience). Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview which should not be older than six months. Failure to comply with the above instructions will result in applications being disqualified. Applicants applying for more than one post must submit a separate form Z83 (as well as the documentation mentioned above) in respect of each post being applied for. If an applicant wishes to withdraw an application, it must be done in writing. Should an application be received where an applicant applies for more than one post on the same applications form, the application will only be considered for the first post indicated on the application and not for any of the other posts. Under no circumstances will photostat copies or faxed copies of application documents be accepted. The successful candidates will be subjected to Personnel Suitability Checks (criminal record, citizenship & financial/asset record checks and qualification and employment verification). Successful candidates will also be subjected to security clearance processes. The level of appointments is dependent upon, qualifications, relevant experience and research output. The shortlisted candidates will be subjected to two (2) pre-entry assessments (practical and ethical exercise) which will determine the candidate's suitability. Applicants who do not receive confirmation or feedback within 3 (three) months after the closing date, please consider your application unsuccessful. Due to the large volume of responses anticipated, receipt of applications will not be acknowledged, and correspondence will be limited to short-listed candidates only. For more information on the job description(s) please contact the person indicated in the post details. Successful candidates will be appointed on probation for the period of twelve (12) months in terms of the prescribed rules.

OTHER POST

- POST 29/03** : **ASSISTANT DIRECTOR: DEFENCE STRATEGY REF NO: DPSP/25/29/25**
 Defence Policy, Strategy & Planning Division
 Chief Directorate: Strategic Management
 Directorate: Strategy and Plan
 This post is re-advertised in the DOD and Broader public service. All applicants who previously applied are encouraged to re-apply
- SALARY CENTRE** : R582 444 – R686 091 per annum (Level 10)
 Defence Headquarters, Armscor Building, Corner of Nossob and Boeing Streets, Erasmuskloof, Pretoria.
- REQUIREMENTS** : Grade 12 (NQF Level 4) or equivalent and National Diploma or Advanced certificate (NQF Level 6) qualification related to management science and strategic studies. A minimum of three (3) years relevant work experience in strategic management environment. Special requirements (Skills needed): Understanding and interpretation of relevant Regulatory Frameworks and Policies. Sound understanding of strategy development, implementation, monitoring and evaluation. Excellent in research, analytical, report writing

(preferably Conventions of Service Writing), communication and project management skills. Excellent end user computer skills in MS Word, MS Excel, MS PowerPoint. Must be able to function under pressure and meet deadlines. Must be able to comply with the security clearance processes of the Department of Defence.

DUTIES

: Assist in compiling the Department of Defence (DOD) Strategising policy. Update and align DOD Strategising Functional Guidelines to National and Departmental Imperatives. Provide the Strategic DOD Mandate through evaluation of the external and internal environment of the DOD. Provide and manage DOD Business Strategy. Coordinate and attending strategising forums. Provide assistance in the internal management of the sub-directorate. Assist with the DOD Environmental Scan, which encapsulate the identification and management of strategic issues in the department. Assist with the development of departmental policies, strategies and plans which entails conducting research into best practices or benchmarking in respect of specific strategic issues that impact the DOD.

ENQUIRIES

: Mr P. Ramsing Tel No: (012) 355-5967

NOTE

: The Defence policy, strategy & planning division, (Directorate strategy and planning) has intention to promote representatively (race, gender and disability).