

**PROVINCIAL ADMINISTRATION: WESTERN CAPE
DEPARTMENT OF COMMUNITY SAFETY**

- APPLICATIONS** : Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs
- CLOSING DATE** : 23 July 2018
- NOTE** : Only applications submitted online will be accepted. Shortlisted candidates will be required to submit copies of their documentation for verification purposes. These candidates will be required to attend interviews on a date and time as determined by the department. Kindly note that technical support is only available from Monday to Friday from 8:00 to 16.00 should you experience any difficulties with your online application, contact the Helpline: 086 1145 465 or Email: candidates@erecruit.co.za. Please ensure that you submit your application before the closing date as no late applications will be considered.

OTHER POST

- POST 27/187** : **DEPUTY DIRECTOR: SECRETARIAT FOR SAFETY AND SECURITY REF NO: CS 2018-19**
- SALARY** : All-inclusive salary package of R697 011 per annum (Level 11)
- CENTRE** : Department of Community Safety, Western Cape Government
- REQUIREMENTS** : An appropriate 3-year tertiary qualification (B-Degree/National Diploma) with a minimum of 5 years supervisory experience in a safety and security environment of which 3 years must be management experience. Recommendations: Experience of the development, review and maintenance of policies and strategies in the provincial and local government spheres. Competencies: Knowledge and application of legislation, policies, prescripts including WCCSA; Treasury Regulations, Treasury Instructions and departmental delegations; Strategic processes; Communication (written and verbal) skills in two of the three official languages in the Western Cape.
- DUTIES** : Develop, review and maintain a strategic process; Provide support on policy and strategic matters; Develop and maintain a systemic information and knowledge management system; Manage the office of the Chief Director.
- ENQUIRIES** : Adv.Y Pillay at (021)483 9212

DEPARTMENT OF ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING

- APPLICATIONS** : Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs
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OTHER POST

- POST 27/188** : **ENVIRONMENTAL OFFICER (PRODUCTION): ENVIRONMENTAL IMPACT ASSESSMENT (DEVELOPMENT MANAGEMENT), REF NO: EADP 2018-24**
- SALARY** : Grade A: R256 815 - R 285 021 per annum
Grade B: R301 104 - R334 179 per annum
Grade C: R353 082 - R448 035 per annum
(OSD as prescribed)

- CENTRE** : Department of Environmental Affairs and Development Planning, Western Cape Government
- REQUIREMENTS** : A relevant 3-year National Diploma in the Natural, Physical, Environmental Sciences; A valid driving licence (Code B). Recommendations: Relevant experience in the review of EIA applications; Working knowledge and experience of the following: Integrated Environment Management, including applicable legislation and policies; Balanced environmental knowledge including biophysical knowledge of the functioning of ecosystems, interactions and other environmental aspects; Methodologies and techniques for evaluation of impact assessments; Methodologies for the evaluation of Environmental Management plans as well as monitoring and auditing; Environmental Management Systems. Competencies: Knowledge of the practical implementation of environmental policies, guidelines, norms and standards; Integrated Environmental Management; Communication (written and verbal) skills in at least two of the three official languages of the Western Cape; Strong report writing skills; Basic Proven computer literacy in Word, Excel and PowerPoint; Sound interpersonal and problem solving skills.
- DUTIES** : Maintain quality and productivity with regard to evaluation of applications in terms of relevant environmental legislation; Implementation of the compliance monitoring and auditing strategy for environmental authorisations; Maintain quality and productivity with regard to provision of comment on assigned non-applications; Leadership in assigned projects.
- ENQUIRIES** : Mr G Benjamin at (044) 805 8633

DEPARTMENT OF HEALTH

In line with the Employment Equity Plan of the Department of Health it is our intention with this advertisement to achieve equity in the workplace by promoting equal opportunities and fair treatment in employment through the elimination of unfair discrimination.

- NOTE** : It will be expected of candidates to be available for selection interviews on a date, time and place as determined by the Department. Kindly note that excess personnel will receive preference.

OTHER POSTS

- POST 27/189** : **MANAGER: MEDICAL SERVICES GRADE 1**
Chief Directorate: Rural Health Services
- SALARY** : R1 115 874 per annum (A portion of the package can be structured according to the individual's personal needs. It will be expected of the successful candidates to participate in a system of remunerated commuted overtime).
- CENTRE REQUIREMENTS** : Paarl Hospital
Minimum educational qualification: Appropriate qualification that allows registration with the Health Professions Council of South Africa (HPCSA) as Medical Practitioner. Registration with a professional council: Registration with the HPCSA as a Medical Practitioner. Experience: A minimum of 3 years' appropriate experience as Medical officer after registration with the HPCSA as Medical Practitioner. Inherent requirements of the job: Valid (Code B/EB) driver's licence. Willingness and skills to do after-hours clinical work. Competencies (knowledge/skills): Ability to communicate in at least two of the three official languages of the Western Cape. Strong business orientation with proven skills and abilities in the clinical management of a health service. Proven management competencies in a health-care environment. Computer literacy (MS Word, Excel, PowerPoint, Internet and E-mail). Appropriate experience of managing clinical services.
- DUTIES** : Strategic, operational and financial management of all clinical service areas and clinical support services. Coordination of clinical governance activities. Provide strategic management and leadership. Effective, efficient and sustainable Human Resource Management and planning of Clinical Personnel. Assist with delivery of clinical services within scope of clinical knowledge and skills. Coordinate outreach programs to district hospitals in West Coast and part of Cape Winelands.
- ENQUIRIES** : Mr F Van der Watt, Tel No: (021) 860 2508 or e-mail: Francois.vanderwatt@westerncape.gov.za

APPLICATIONS FOR ATTENTION NOTE : The Chief Executive Officer: Paarl Hospital, Private Bag X3012, Paarl 7620.
 : Mr RM Petersen
 : Shortlisted candidates will be subjected to competency test. No payment of any kind is required when applying for this post.

CLOSING DATE : 20 July 2018

POST 27/190 : **OPERATIONAL MANAGER NURSING (SPECIALITY) SPECIALITY AREA: PAEDIATRICS ICU**

SALARY CENTRE REQUIREMENTS : R532 499 (PN-B3) per annum
 : Tygerberg Hospital, Parow Valley
 : Minimum educational qualifications: Basic R425 qualification (i.e. degree/diploma in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. A post basic nursing qualification in Medical and Surgical Nursing Science: Critical Care Nursing: Child, with duration of at least 1 year, accredited with the South African Nursing Council. Registration with a professional council: Registration with the SANC as Professional Nurse. Experience: A minimum of 9 years appropriate/recognisable experience in nursing after registration as Professional Nurse with the SANC in General Nursing. At least 5 years of the period referred to above must be appropriate/recognisable experience in the specific specialty after obtaining the one-year post-basic qualification as mentioned above. Inherent requirement of the job: Will be required to work shifts, weekends and public holidays. Competencies (knowledge/skills): Basic computer literacy. Ability to communicate in at least two of the three official languages of the Western Cape. Knowledge and insight of relevant legislation and policy related to this nursing specialty within the public sector. Ability to promote quality patient care through the setting, implementation and monitoring of standards. Ability to function independently as well as part of a multi-disciplinary team. Effective communication, interpersonal, leadership, decision making, and conflict resolution skills. Good organisational skills and the ability to function under pressure.

DUTIES : The candidate will be responsible for planning, managing, co-ordinating and maintaining an optimal, specialised Nursing Service as an Operational Manager in a Paediatric setting. Effective management and utilisation of Human and Financial Resources to ensure optimal operational function in the area. Initiate and participate in training, development and research within the nursing department. Deliver a support service to the Nursing Service and the institution. To maintain ethical standards and promote professional growth and self-development.

ENQUIRIES APPLICATIONS FOR ATTENTION NOTE : Ms F Marthinus. Tel No: (021) 938-4055
 : The Chief Executive Officer: Tygerberg Hospital, Private Bag X3, Tygerberg, 7505.
 : Ms V Meyer
 : No payment of any kind is required when applying for this post. Short-listed candidates may be required to do a practical test.

CLOSING DATE : 20 July 2018

POST 27/191 : **OPERATIONAL MANAGER NURSING GRADE 1 (GENERAL: SURGICAL OVERNIGHT WARD)**

SALARY CENTRE REQUIREMENTS : R420 318 (PN-A5) per annum
 : Tygerberg Hospital, Parow Valley
 : Minimum educational qualifications: Basic R425 qualification i.e (diploma/degree in nursing) or equivalent qualification that allows registration with the South African Nursing Council (SANC) as a Professional Nurse. Registration with the professional council: Registration with the SANC or a professional nurse and proof of current registration (i.e annual licencing receipt of 2018). Experience: A minimum of 7 years appropriate/recognisable experience in nursing after registration as a Professional Nurse with the SANC in General Nursing. Inherent requirement of the job: Will be required to work shifts, weekends and public holidays. Competencies (knowledge/skills): Basic Computer literacy. Ability to communicate in at least two of the three official languages of the Western Cape. Knowledge and insight of relevant legislation and policy related to nursing within the public sector. Ability to promote quality patient care through the setting,

implementation and monitoring of standards. Ability to function independently as well as part of a multi-disciplinary team. Effective communication, interpersonal, leadership, decision making, and conflict resolution skills. Good organisational skills and the ability to function under pressure.

DUTIES : Responsible for planning, managing, co-ordinating and maintaining an optimal quality Nursing Service as an Operational Manager in the Surgical overnight area. Participative management and utilisation of Human Resources to fulfil operational and developmental functions in the area. Manage and monitor the Financial Resources of the clinical area. Initiate and participate in training, development and research within the nursing department. Deliver a support service to the Nursing Service and the institution. To maintain ethical standards and promote professional growth and self-development.

ENQUIRIES : Ms F Marthinus, tel. no. (021) 938-4055
APPLICATIONS : The Chief Executive Officer, Tygerberg Hospital, Private Bag X3, Tygerberg, 7505.
FOR ATTENTION : Ms V Meyer

NOTE : No payment of any kind is required when applying for this post. Appointment/promotion/transfer will be subject to the verification of a criminal record.

CLOSING DATE : 20 July 2018

POST 27/192 : **ADMINISTRATION CLERK: WARDS (X2 POSTS)**
Chief Directorate: Rural Health Services

SALARY : R163 563 per annum
CENTRE : George Hospital
REQUIREMENTS : Minimum educational qualification: Senior certificate (or equivalent). Experience: Appropriate administrative experience that focuses on the key performance areas (KPA's) of the post. Inherent requirements of the job: Willingness to work flexi-time and/or shifts. Relieve other Ward Clerks. Competencies (knowledge/skills): Computer literacy in Microsoft package (i.e. Word, Excel and outlook). Electronic processing of operational statistics. Procurement experience to facilitate and maintain adequate stock and equipment levels. Good interpersonal and communication skills (written and verbal) in at least two of the three official languages of the Western Cape. Ability to accept accountability, responsibility and work independently.

DUTIES : Provide an administrative system to manage the activities of the operational nursing unit. Control various documents for completeness and correctness and file the same. Complete patient related documentation, booking lists and keep various statistics. Order and control stock and equipment to provide a safe environment to prevent safety hazards. Render client care to patient, family and the community. Maintain effective and efficient communication and group functioning. Maintain self-development.

ENQUIRIES : Ms GE Sellars, Tel No: (044) 802-4356/7
APPLICATIONS : The Chief Executive Officer: George Hospital, Private Bag X6534, George, 6530.
FOR ATTENTION : Mr BH Cassim

NOTE : No payment of any kind is required when applying this post. Shortlisted candidates will be subjected to a competency test.

CLOSING DATE : 27 July 2018

POST 27/193 : **HOUSEHOLD AID**
Chief Directorate: Rural Health Services

SALARY : R96 549 per annum
CENTRE : George Hospital
REQUIREMENTS : Minimum requirement: Basic numeracy and literacy. Experience: Appropriate cleaning experience in a hospital environment. Inherent requirements of the job: Ability to perform physical tasks e.g. lifting of heavy equipment. Willingness to work shifts, weekends, public holidays and night duty. Competencies (knowledge/skills): Good communications skills (oral and written) in at least two of the three official languages of the Western Cape. Ability to work in a team context. Sound interpersonal skills.

DUTIES : Perform routine cleaning services for the maintenance of high quality hygiene and tidiness in and around the working environment. Effective utilisation of cleaning materials, equipment and stock to provide a safe environment to prevent safety hazards. Support supervisors and unit functions. Adhere to the Code of Conduct and display the Core Values of the Department of Health WCG in the execution of duties. Maintain self-development.

ENQUIRIES : Ms GE Sellars, Tel No: (044) 802-4537

APPLICATIONS : The Chief Executive Officer: George Hospital, Private Bag X6534, George 6530.

FOR ATTENTION : Mr BH Cassim

NOTE : No payment of any kind is required when applying for this post.

CLOSING DATE : 27 July 2018

DEPARTMENT OF HUMAN SETTLEMENTS

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CLOSING DATE : 23 July 2018

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OTHER POSTS

POST 27/194 : **ADMINISTRATION CLERK: PROCUREMENT AND PROVISIONING, REF NO: HS 2018-27**

SALARY : R163 563 per annum (Level 05)

CENTRE : Department of Human Settlements, Western Cape Government

REQUIREMENTS : Senior Certificate (Grade 12 or equivalent qualification) with a minimum of 6 months experience in supply chain management and/or construction/built environment; Willingness to work irregular hours and meet tight deadlines. Recommendations: Payments on LOGIS for consultants and for goods and services. Competencies: A good understanding of the following: Relevant public service prescripts, policies, regulations, delegations, guidelines and norms and standards; General Support/ operational systems such as LOGIS; Communication (written and verbal) skills in at least two of the three official languages of the Western Cape; Proven computer literacy in MS Office; Analytical thinking, problem solving, planning and organising skills; Numerical skills; Ability to work under pressure; Ability to work part of a team and individually.

DUTIES : Reconciliation of the Consultant and checking compliance therefore; Receiving, issuing and capturing of goods and assets on the LOGIS System; Handle all enquiries regarding invoices, backdated price increases, payments and orders; Manage the registers for quotations, orders and payments, update the database therefor; Perform a secretariat function for the Sub-Directorate; Assist with the stock take for supply chain management store; Assist with the checking of the Construction, Good and Services bid documents; Process orders for assets, goods and services on the LOGIS System.

ENQUIRIES : Ms N Dyantyi at (021) 483 4529

POST 27/195 : **ADMINISTRATION CLERK: SUPPLY CHAIN MANAGEMENT, REF NO: HS 2018-28**

SALARY : R163 563 per annum (Level 05)

CENTRE : Department of Human Settlements, Western Cape Government

REQUIREMENTS : Senior Certificate (Grade 12 or equivalent qualification) with a minimum of 6 months experience in supply chain management and/or construction/built environment. Recommendations: Payments on LOGIS for consultants and for

goods and services; Willingness to work irregular hours and meet tight deadlines.
Competencies: A good understanding of the following: Relevant public service prescripts, policies, regulations, delegations, guidelines and norms and standards; General Support/ operational systems such as LOGIS; Communication (written and verbal) skills in at least two of the three official languages of the Western Cape; Proven computer literacy in MS Office; Analytical thinking, problem solving, planning and organising skills; Numerical skills; Ability to work under pressure; Ability to work part of a team and individually.

DUTIES : Reconciliation of the Consultant and checking compliance therefore; Receiving, issuing and capturing of goods and assets on the LOGIS System; Handle all enquiries regarding invoices, backdated price increases, payments and orders; Manage the registers for quotations, orders and payments, update the database therefor; Perform a secretariat function for the Sub-Directorate; Assist with the stock take for supply chain management store; Assist with the checking of the Construction, Good and Services bid documents; Process orders for assets, goods and services on the LOGIS System.

ENQUIRIES : Ms N Dyantyi at (021) 483 4529

DEPARTMENT OF THE PREMIER

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OTHER POSTS

POST 27/196 : **DEPUTY DIRECTOR: ACQUISITIONS AND CONTRACT MANAGEMENT, REF NO: DOTP 2018-66**

SALARY : All-inclusive salary package of R697 011 per annum (Level 11)

CENTRE : Department of the Premier, Western Cape Government

REQUIREMENTS : An appropriate 3-year tertiary qualification (National Diploma/B-Degree); Minimum of 3 year's management experience in Public Administration, Finance, ICT Procurement or ICT Management; Valid code B driving licence. Recommendations: In depth knowledge of Supply Chain Management prescripts. Competencies: Knowledge of SCM processes and procedures (PFMA, NTR's and PTI's); SCM system knowledge; Knowledge of effective functioning of the Bid Committees and acquisition management; Supervisory skills; Excellent communication (written and verbal) skills in at least two of the official languages of the Western Cape.

DUTIES : Develop, review and implement departmental Supply Chain Management (SCM) policy together with the role of SCM advisor on Acquisition Management and SCM processes; Ensure an effective and efficient functioning of the Departmental Bid Committees system and overall Acquisition Management system through ensuring optimal workflows, operational planning and work organisation in the unit; Ensure compliance systems, reporting systems and proper record keeping systems are in place; Ensure accurate commitments for inclusion in the annual financial statements; Ensure the facilitation of adequate Contract Management including leases for the department; Staff Supervision.

ENQUIRIES : Ms A Stassen at (021) 483 2934

POST 27/197 : **DEPUTY DIRECTOR: PROCESS DESIGN AND IMPROVEMENT, REF NO: DOTP 2018-41**

SALARY : R657 558 per annum (Level 11)
CENTRE : Department of the Premier, Western Cape Government
REQUIREMENTS : An appropriate 3-year tertiary qualification (National Diploma/B-Degree) in Management Sciences, Quality Management or Public Administration with a minimum of 3 years' management experience in Business Process Management on a middle management level; Business Process Mapping, Redesign and Improvement Certificate and Advanced Business Process Modelling and Simulation Certificate; A valid code B driving licence. Recommendations None. Competencies: Extensive knowledge of the following: Process analysis techniques e.g. BPMN + Visio; iGrafx; Functions of the various components of the WCG to ensure a holistic, integrated approach to interventions; Process design and improvement theory, practice and techniques; Key elements/determinants of organisational performance as they relate to the field of process design and improvement); Project Management; Benchmarking; Mentoring and coaching practices; Human Resource Management; Financial management prescripts; Communications (written and verbal) skills in at least two of the three official languages of the Western Cape; Proven computer literacy; Leadership and research skills.

DUTIES : Perform the following functions on an advanced/ complex level and manage employees that perform them: Provide business process and improvement services; Coordinate and facilitate the Batho Pele Programme; Facilitate service delivery improvement initiatives; Assess the efficacy of service delivery improvement interventions; People Management responsibilities; Financial and Supply Chain Management responsibilities; Project Management.

ENQUIRIES : Mr J. Boonzaaier at (021) 466 9709

DEPARTMENT OF SOCIAL DEVELOPMENT

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OTHER POSTS

POST 27/198 : **SOCIAL WORK SUPERVISOR: PHILLIPI SERVICE DELIVERY TEAMS, REF NO: DSD 2018-75**

SALARY : R363 507 - R421 404 per annum (OSD as prescribed)
CENTRE : Department of Social Development, Western Cape Government
REQUIREMENTS : Formal tertiary qualification in Social Work (e.g. Bachelor of Social Work) that allows professional registration with the SACSSP; Registration with the SACSSP as a Social Worker; A minimum of 7 years appropriate experience in social work after registration as Social Worker with the SACSSP; A valid driving licence. Recommendations: None Competencies: Skills to ensure that supervises challenge structural sources of poverty, inequality, oppression, discrimination and exclusion efficiently effective; knowledge and understanding of human behaviour and social systems and skills to ensure that supervisees intervene efficiently and effectively at the points where people interact with their environments in order to promote social well-being; the ability and competence to ensure that supervisees assist, advocate and empower individuals, families, groups, organisations and communities to enhance their social functioning and their problem-solving

capacities, prevent and alleviate distress and use resources effectively and efficiently; the understanding and ability to ensure that supervisees provide social services towards protecting people who are vulnerable, at-risk and unable to protect themselves; ability to compile complex reports.

DUTIES : Ensure that a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes rendered; Attend to any other matters that could result in, or stem from, social instability in any form; Supervise employees; Supervise and advise social workers, social auxiliary workers and volunteers to ensure an effective social work service; Keep up to date with new developments in the social work field; Supervise all the administrative functions required in the unit and undertake the higher level administrative functions.

ENQUIRIES : Mr Q Arendse at (021) 763 6213

POST 27/199 : **SOCIAL WORK SUPERVISOR: ATHLONE SERVICE DELIVERY TEAMS, REF NO: DSD 2018-74**

SALARY : R363 507 - R421 404 per annum (OSD as prescribed)
CENTRE : Department of Social Development, Western Cape Government
REQUIREMENTS : Formal tertiary qualification in Social Work (e.g. Bachelor of Social Work) that allows professional registration with the SACSSP; Registration with the SACSSP as a Social Worker; A minimum of 7 years appropriate experience in social work after registration as Social Worker with the SACSSP; A valid driving licence. Recommendations: None. Competencies: Skills to ensure that supervises challenge structural sources of poverty, inequality, oppression, discrimination and exclusion efficiently effective; knowledge and understanding of human behaviour and social systems and skills to ensure that supervisees intervene efficiently and effectively at the points where people interact with their environments in order to promote social well-being; the ability and competence to ensure that supervisees assist, advocate and empower individuals, families, groups, organisations and communities to enhance their social functioning and their problem-solving capacities, prevent and alleviate distress and use resources effectively and efficiently; the understanding and ability to ensure that supervisees provide social services towards protecting people who are vulnerable, at-risk and unable to protect themselves; ability to compile complex reports.

DUTIES : Ensure that a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes rendered; Attend to any other matters that could result in, or stem from, social instability in any form; Supervise employees; Supervise and advise social workers, social auxiliary workers and volunteers to ensure an effective social work service; Keep up to date with new developments in the social work field; Supervise all the administrative functions required in the unit and undertake the higher level administrative functions.

ENQUIRIES : Mr Q Arendse at (021) 763 6213

POST 27/200 : **SOCIAL WORK SUPERVISOR: MITCHELL'S PLAIN SERVICE DELIVERY TEAMS, REF NO: DSD 2018-76**

SALARY : R363 507 - R421 404 per annum (OSD as prescribed)
CENTRE : Department of Social Development, Western Cape Government
REQUIREMENTS : Formal tertiary qualification in Social Work (e.g. Bachelor of Social Work) that allows professional registration with the SACSSP; Registration with the SACSSP as a Social Worker; A minimum of 7 years appropriate experience in social work after registration as Social Worker with the SACSSP; A valid driving licence. Recommendations: None. Competencies: Skills to ensure that supervises challenge structural sources of poverty, inequality, oppression, discrimination and exclusion efficiently effective; knowledge and understanding of human behaviour and social systems and skills to ensure that supervisees intervene efficiently and effectively at the points where people interact with their environments in order to promote social well-being; the ability and competence to ensure that supervisees assist, advocate and empower individuals, families, groups, organisations and communities to enhance their social functioning and their problem-solving capacities, prevent and alleviate distress and use resources effectively and efficiently; the understanding and ability to ensure that supervisees provide social services towards protecting people who are vulnerable, at-risk and unable to protect themselves; ability to compile complex reports.

capacities, prevent and alleviate distress and use resources effectively and efficiently; the understanding and ability to ensure that supervisees provide social services towards protecting people who are vulnerable, at-risk and unable to protect themselves; ability to compile complex reports.

DUTIES : Ensure that a social work service with regard to the care, support, protection and development of vulnerable individuals, groups, families and communities through the relevant programmes rendered; Attend to any other matters that could result in, or stem from, social instability in any form; Supervise employees; Supervise and advise social workers, social auxiliary workers and volunteers to ensure an effective social work service; Keep up to date with new developments in the social work field; Supervise all the administrative functions required in the unit and undertake the higher level administrative functions.

ENQUIRIES : Mr Q Arendse at (021) 763 6213

POST 27/201 : **ADMINISTRATION CLERK: PROFESSIONAL DEVELOPMENT, REF NO: DSD 2018-73**

SALARY : R163 563 per annum (Level 05)
CENTRE : Department of Social Development, Western Cape Government
REQUIREMENTS : Senior Certificate (Grade 12 or equivalent qualification). Recommendations: None. Competencies: A good understanding of the following: ECM, PERSAL and PERMIS system; Proven computer literacy; Administrative skills; Planning and organising skills; Interpersonal skills; Basic numeracy skills; Communication (written and verbal) skills in at least two of the three official languages in the Western Cape.

DUTIES : Provide effective office administration services through the establishment and maintenance of systems and databases to support follow-up actions and reporting operations; Provide logistical support e.g. ordering of stationary and arranging meetings, minute taking and recording keeping; Do follow-up actions with relevant stakeholders on human resource management, Development and Infrastructure/Office Accommodation.

ENQUIRIES : Ms L George at (021) 483 6183 / Ms A Pieterse at (021) 483 6741
APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

POST 27/202 : **ADMINISTRATION CLERK: SUPPORT SERVICES, REF NO: DSD 2018-72**

SALARY : R163 563 per annum (Level 05)
CENTRE : Department of Social Development, Western Cape Government
REQUIREMENTS : Senior Certificate (Grade 12 or equivalent qualification). Recommendations: None. Competencies: A good understanding of the following: ECM, PERSAL and PERMIS system; Proven computer literacy; Administrative skills; Planning and organising skills; Interpersonal skills; Basic numeracy skills; Communication (written and verbal) skills in at least two of the three official languages in the Western Cape.

DUTIES : Provide effective office administration services through the establishment and maintenance of systems and databases to support follow-up actions and reporting operations; Provide logistical support e.g. ordering of stationary and arranging meetings, minute taking and recording keeping; Do follow-up actions with relevant stakeholders on human resource management, Development and Infrastructure/Office Accommodation.

ENQUIRIES : Ms L George at (021) 483 6183 / Ms A Pieterse at (021) 483 6741

DEPARTMENT OF TRANSPORT AND PUBLIC WORKS

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OTHER POSTS

POST 27/203 : **PROFESSIONAL ELECTRICAL ENGINEER (PRODUCTION LEVEL):
ENGINEERING SERVICES - HEALTH, REF NO: TPW 2018-162**

SALARY : Grade A: R679 338 - R728 400 per annum
Grade B: R769 611 - R829 107 per annum
Grade C: R879 975 - R1 036 557 per annum
(Salary will be determined as per OSD prescripts).

CENTRE REQUIREMENTS : Department of Transport and Public Works, Western Cape Government
Engineering degree (B Eng/ BSC (Eng) or relevant qualification; Compulsory registration with ECSA as an Professional Engineer; A minimum of 3 years post-qualification engineering experience; A valid code B driving licence. Recommendations: None. Competencies: Technical: Programme and project management; Engineering design and analysis; Research and development; Computer-aided engineering applications; Knowledge of legal compliance and formulation of policies in a multi-disciplinary professional environment; Technical report writing; Creating high performance culture; Professional judgement; Networking; Generic: Decision making; Team leadership; Analytical skills; Creativity; Self-management; Financial management; Customer focus and responsiveness; Communication; Computer literacy (MS Office) ; Planning and organising; Conflict management; Problem solving and analysis; People Management; Change Management; Innovation; Willingness to travel on a regular basis; Experience of contract documentation and administration , Act/Regulations of Occupation Health & Safety (OHS-Act), National Building Regulations and all relevant built environment legislation; Knowledge of public sector procurement; Ability to work under pressure; Willingness to undergo a security clearance.

DUTIES : Design new systems to solve practical engineering challenges and improve efficiency and enhance safety: Plan, design, operate and maintain engineering projects ; Develop cost effective solutions according to standards; Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology; Develop tender specifications; Ensure through evaluation that planning and design by others is done according to sound engineering principles and according to norms and standards and code of practice; Approve engineering works according to prescribed norms and standards; Human capital development: Ensure training and development of technicians , technologists and candidate engineers to promote skills/knowledge transfer and adherence to sound engineering principles and code of practice; Supervise the engineering work and processes; Administer performance management and development; Office administration and budget planning; Manage resources and prepare and consolidate inputs for the facilitation of resource utilisation; Ensure adherence to regulations and procedures for procurement and personnel administration; Monitor and control expenditure; Report on expenditure and service delivery; Research and development: Continuous professional development to keep up with new technologies and procedures; Research/literature studies on engineering technology to improve expertise; Liaise with relevant bodies/councils on engineering-related matters.

ENQUIRIES APPLICATIONS : Ms J Thomas at (021) 483 2004
Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

POST 27/204 : **DEPUTY DIRECTOR: INTERNAL CONTROL (GMT), REF NO: TPW 2018-132**

SALARY : All-inclusive salary package of R697 011 per annum (Level 11)
CENTRE : Department of Transport and Public Works, Western Cape Government
REQUIREMENTS : An appropriate 3-year tertiary qualification (National Diploma/ B-Degree) with a minimum of 5 years' experience in an Internal Control and Governance environment of which 3 years must be management experience; A valid code B driving licence. Recommendations: Experience in the following: Financial

- environment; In the administration of a Trading Entity; Revenue and expenditure recording and control; Compiling submissions to Provincial Treasury and HOD; General office administration. Competencies: A good understanding of the following: Public Finance Management Act (Act 1 of 1999); Organisational skills; leadership; Communication (written and verbal) skills in at least two of the three official languages in the Western Cape; Systematic approach; Proven computer literacy in MS Office.
- DUTIES** : Human Resource Management within the Internal Control Unit; Ensure that Governance is implementation maintain in all GMT components; Ensure that assurance services are performed; Fraud Management; Loss Management; Irregular, unauthorized, fruitless and wasteful expenditure.
- ENQUIRIES** : Mr R Wiggill at (021) 467 8737
- APPLICATIONS** : Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs
- POST 27/205** : **DEPUTY DIRECTOR: MANAGEMENT ACCOUNTING (GMT), REF NO: TPW 2018-133**
- SALARY** : All-inclusive salary package of R697 011 per annum (Level 11)
- CENTRE** : Department of Transport and Public Works, Western Cape Government
- REQUIREMENTS** : An appropriate 3-year tertiary qualification (National Diploma/B-degree); A minimum of 5 years' experience within a Management Accounting environment of which 3 years' must be management experience; A valid code B driving licence. Recommendations: Experience in the following: Financial environment; In the administration of a Trading Entity; Revenue and expenditure recording and control; Compiling submissions to Provincial Treasury and HOD; General office administration. Competencies: Knowledge of the following: Public Finance Management Act (Act 1 of 1999); Operation of a Trading Entity; GMT Policies; National Treasury Regulations and Provincial treasury Instructions; Budget Process; Financial procedures, delegations and instructions; Organisational and leadership skills; Communication (written and verbal) skills in at least two of the three official languages in the Western Cape; Systematic approach; Proven computer literacy in MS Office; Ability to interpret relevant directives and policies.
- DUTIES** : Manage the GMT budget process; Human Resource Management within the Management Accounting Unit; Prepare input for statutory reporting; Manage costing; Manage the asset planning cycle; Document Control.
- ENQUIRIES** : Mr R Wiggill at (021) 467 8737
- APPLICATIONS** : Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs
- POST 27/206** : **SUPPLY CHAIN MANAGEMENT OFFICER: SUPPLY CHAIN MANAGEMENT (EDEN), REF NO: TPW 2018-125**
- SALARY** : R299 709 per annum (Level 08)
- CENTRE** : Department of Transport and Public Works, Western Cape Government
- REQUIREMENTS** : An appropriate 3-year tertiary qualification (National Diploma/B-Degree) with a minimum of 1-year relevant experience; A valid code B driving licence. Recommendations: Working knowledge and experience in a Supply Chain Management environment. Competencies: A good understanding and application of the following: Labour Relations and Public Service procedures; National and Provincial government rules, regulations and legislation pertaining to supply chain management; BAS, LOGIS Electronic Purchasing System (EPS) or related systems; Report writing and formulation skills; Excellent communication (written and verbal) skills in at least two of the three official languages of the Western Cape; Proven computer literacy (MS Office); Interpersonal conflict and resolving problems; Team and people orientated.
- DUTIES** : Supervision, performance management and discipline of subordinates; Maintain an effective, efficient and economical supply chain; Execute all governance related matters in relation to bid committees; Maintain a sound control environment with appropriate segregation of duties; Coordinate the requirements for good and services based on needs analysis and the compilation of specifications/terms of reference and process for approval; Conduct risk assessment on the SCM system

and develop and implement a risk responsible plan; Take responsibility for acquisition management which includes the compilation and compliance of bid documentation, receipt and opening of bids, evaluation and adjudication, awarding of bids and contract administration.

ENQUIRIES APPLICATIONS : Mr J.C Prodehl at (044) 272 6071
: Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

POST 27/207 : **ENGINEERING TECHNICIAN (PRODUCTION), REF NO: TPW 2018-134 (X3 POSTS)**

SALARY : Grade A: R293 652 – R 314 853 per annum
Grade B: R334 179 - R360 240 per annum
Grade C: R380 364 - R448 035 per annum
(Salary will be determined as per OSD prescripts).

CENTRE REQUIREMENTS : Department of Transport and Public Works, Western Cape Government
: An appropriate 3-year National Diploma in Civil Engineering or relevant qualification; Compulsory registration with the Engineering Council of South Africa (ECSA) as a Civil Engineering Technician (Persons not yet registered must provide proof that they submitted their application for registration); Completion of the candidacy period or a minimum of 3-years post qualification technical (Engineering) experience; A valid code B driving licence. Recommendations: Experience in road maintenance design and road construction. Experience in civil engineering. Competencies: Knowledge of the following: Road Safety aspects regarding land use, expropriation and road access applications; Relevant legislation and specifications; Communication (Verbal and written) skills in at least two of the three official languages of the Western Cape; Proven computer literacy in MS Office (Word, Excel, Outlook and Project); Strategic capability and leadership skills; Sound engineering and professional judgement; Technical report writing.

DUTIES : Assist with the planning, maintenance and construction of the Provincial Proclaimed Road Network within relevant areas; Work with other institutions with regards to road use and road transport planning, construction and maintenance; Assist with the investigation to ensure practical implementation of proposed land development next to proclaimed roads; Assist in economic evaluation of road proclamation proposals and environmental management of road projects; Assist with the development of relevant policies and standard planning needs; Compilation of tenders and contract administration; Oversee staff and perform generic administrative functions, inclusive of Human Resource Management, Industrial Relations and Acquisition Management.

ENQUIRIES APPLICATIONS : Mr X Smuts at (044) 272 6071 or Mr S Schoeman at (044) 272 4891
: Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

POST 27/208 : **FINANCE ASSISTANT: BRANCHES FINANCIAL ACCOUNTING, REF NO: TPW 2018-131**

SALARY : R163 563 per annum (Level 05)

CENTRE REQUIREMENTS : Department of Transport and Public Works, Western Cape Government
: Senior Certificate (Grade 12 or equivalent qualification) with Accounting or Mathematics as a passed subject with a minimum of 6 months experience within a financial environment. Recommendations: A valid code B driving licence
Competencies: Communication (verbal and written) skills in at least two of the three official languages of the Western Cape; Proven computer literacy (MS Work, Ms Microsoft Excel, Microsoft Outlook); Self-motivated; Problem solving, organising and decision making skills; Basic numeracy; Interpersonal skills.

DUTIES : Maintain a payment process; Administration of the system to detect and prevent payment older than 30 days; Reconciliations of creditors accounts; Clearing of ledger accounts; Maintain payment register.

ENQUIRIES APPLICATIONS : Ms A Van Heerden at (021) 483 8068
: Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

POST 27/209 : **ADMINISTRATION CLERK: TECHNICAL: REGIONAL ROAD MANAGEMENT (EDEN), REF NO: TPW 2018-140**

SALARY : R163 563 per annum (Level 05)
CENTRE : Department of Transport and Public Works, Western Cape Government
REQUIREMENTS : Senior Certificate (Grade 12 or equivalent qualification); A valid code B driving licence. Recommendations: A relevant further qualification, course or training certificates in Office Administration; Extensive knowledge and experience in LOGIS and provisioning procedures; Experience in construction, building and maintenance environment. Competencies: Proven computer literacy (Word, Excel, PowerPoint); Communication (verbal and written) skills in at least two of the three official languages of the Western Cape; Self-motivated; Ability to work under pressure; Able to work part of a team and individually.

DUTIES : Responsible for all technical tender administration functions; Handle all administration pertaining to accidents damages, losses and public liability claims; Responsible for accurate data by checking, capturing and maintenance of Rational Portfolio Manager (RPM) Department System; Update of planning applications system using Land Department System; Handle, translate and typing of all technical meetings, letters and reports; Keep databases and record of all road sign orders/ deliveries ,awarded tenders , all replaced road signs, resprayed road markings and report to Head Office as need be; Attend to all technical enquires and queries.

ENQUIRIES : Mr SJ Rabe at (044) 272 6071
APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

POST 27/210 : **SUPPLY CHAIN MANAGEMENT CLERK: SUPPLY CHAIN MANAGEMENT (EDEN), REF NO: TPW 2018-128**

SALARY : R163 563 per annum (Level 05)
CENTRE : Department of Transport and Public Works, Western Cape Government
REQUIREMENTS : Senior Certificate (Grade 12 or equivalent qualification) with a minimum of 6 months experience in Supply Chain Management; A valid code B driving licence. Recommendations: None. Competencies: Communication (written and verbal) skills in at least two of the three official languages of the Western Cape; Proven computer literacy in MS Office; Good interpersonal relations with supervisor and colleagues; Basic numerical skills; Ability to work under pressure; Ability to work as part of a team and individually.

DUTIES : Performing LOGIS specific functions; The identification, marking and recording of assets; Obtaining of quotations telephonically or via the Integrated purchasing system (IPS); Placing and follow-up of orders by communicating with suppliers and contractors; Payment an administering of various accounts for goods and services rendered; The reconciliation of accounts and accounts statements; The receipt, issuing and control of stocks; Rendering of a general office administration function; Assist with stocktaking, inventory control, stores issues and a general administrative function to users and chief users.

ENQUIRIES : Mr L Arnold at (044) 272 2992
APPLICATIONS : Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

POST 27/211 : **ADMINISTRATION CLERK: ROAD RIGHTS (EXPROPRIATIONS), REF NO: TPW 2018-142**

SALARY : R163 563 per annum (Level 05)
CENTRE : Department of Transport and Public Works, Western Cape Government
REQUIREMENTS : Senior Certificate (Grade 12 or equivalent qualification); A valid code B driving licence. Recommendations: Experience in research methods. Competencies: Team work orientated; Problem solving, organising and decision making skills; Excellent report writing skills; Proven computer literacy in MS Office; Communication (verbal and written) skills in at least two of the three official languages of the Western Cape.

DUTIES : Administer the expropriation of land and material for road purposes in accordance with legally prescribed procedures and assist in determining acceptable compensation amounts; Assist with the arrangements for the survey and transfer of expropriated land; Compile submissions; Maintain registers and update data fields; Officiate as Secretary at public meetings; Administration of investigations done in the archives of the Deeds Office and the office of the Surveyor General; Assist with Asset Management.

ENQUIRIES APPLICATIONS : Mr PJ Pienaar at (021) 483 2105
: Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

POST 27/212 : **ADMINISTRATION CLERK: OPERATING LICENCE PROCESSING REF NO: TPW 2018-153 (X2 POSTS)**

SALARY CENTRE REQUIREMENTS : R163 563 per annum (Level 05)
: Department of Transport and Public Works, Western Cape Government
: Senior Certificate (Grade 12 or equivalent qualification) with a minimum of 1 year administrative experience; A valid code B driving licence. Recommendations: None. Competencies: Knowledge in the following: National Land Transport Act 5 (2009); BPM (Business Process Management); National Transport Regulations; Code of conduct; SOP conditions; Public Service Act; Good communication (written and verbal) skills in at least two of the three official languages of the Western Cape.

DUTIES : Effective utilisation of the Business Process Management System; Accept and complete tasks issued by BPM in an acceptable timeframe; Research on Livelink; Publish application in government gazette; Gazetting-gazetting applications on NLTIS and LTPS; Referrals of gazetting; Assisting with processing of applications; Assisting clients verbally and telephonically.

ENQUIRIES APPLICATIONS : Mr M Fortune at (021) 483 0340
: Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

POST 27/213 : **ACCOUNTING CLERK: FRAUD AND LOSSES CONTROL, REF NO: TPW 2018-148**

SALARY CENTRE REQUIREMENTS : R163 563 per annum (Level 05)
: Department of Transport and Public Works, Western Cape Government
: Senior Certificate (Grade 12 or equivalent qualification) with Accounting or Mathematics as a passed subject. Recommendations: Experience in Financial and Risk Management; A valid driving licence; Loss Control; Ability to adhere to strict financial and legal deadlines/timelines. Competencies: A good understanding and application of the following: Western Cape Government Loss Control System; Management of Losses and Claims, PFMA, NTR, PTI, Transport Circular 4 of 2000, Departmental Security policy, Prescription Act 68 of 1969 and process to recover losses; Excellent communication (verbal and written skills in at least two of the three official languages of the Western Cape Province; Ability to assess evidence w.r.t losses and claims; Skills in basic investigations, organising, planning, problem solving and analytical skills; Monitor and prevent prescription.

DUTIES : Responsible for capturing and opening files for losses and claims; investigate, monitor, follow up and settling of losses; Obtain all relevant documents pertaining to cases; Liaison with legal representatives and other professional bodies; Provide information for the contingent liabilities list/register; Compile various submissions and journals for the appropriate ledger accounts.

ENQUIRIES APPLICATIONS : LD Atkins at (021) 483 3743 / G Pietersen at (021) 483 6172
: Only applications submitted online will be accepted. To apply submit your application online only: www.westerncape.gov.za/jobs

POST 27/214 : **ROAD WORKER SUPERVISOR: SPECIAL TASK TEAM (OUDTSHOORN) REF NO: TPW 2018-136**

SALARY CENTRE : R136 800 per annum (Level 04)
: Department of Transport and Public Works, Western Cape Government

- REQUIREMENTS** : Grade 10 (Junior certificate or equivalent); A minimum of 3 years' relevant experience; A valid unendorsed code EC1/EC driving licence with a professional driver's permit (PDP) is required. Recommendations: Experience in carpentry and concrete works essentials; Willingness to travel regularly. Competencies: Ability to work under pressure and meet deadlines; Conflict and diversity management; Self-motivated; Ability to work in a team; Communication (written and verbal) skills in two of the three official languages in the Western Cape.
- DUTIES** : Supervise the building and maintenance of roads; Inspect work, train and supervise workers; Handle and maintain machines and aids which are used for road maintenance work and construction work; Plan and supervise maintenance and construction of roads, premises and buildings; Repair equipment in and to buildings, premises and roads; Undertake the safeguarding of work areas and construction machines in terms of the Health & Safety Act; Supervision of staff.
- ENQUIRIES** : Mr. D Plaatjies at (044) 272 2992
- APPLICATIONS** : If you want to hand deliver the application, please use the following address: Attention: Cecil Van Reenen, Water Solutions (Pty) Ltd, FPG House, 1st Floor, No.1 Fairway Close, Parow or you may post it to the following postal address: For attention: Cecil Van Reenen, Maverick Trading, PO Box 31120, Grassy Park, 7941. Applications not submitted on or before the closing date as well as faxed or e-mailed applications will not be considered.
- NOTE** : Applicants from relevant local communities will receive preference.
- POST 27/215** : **ROAD WORKER: LADYSMITH REF NO: TPW 2018-138 (X6 POSTS)**
- SALARY** : R96 549 per annum (Level 02)
- CENTRE** : Department of Transport and Public Works, Western Cape Government
- REQUIREMENTS** : Basic literacy and numeracy (ABET level 2). Recommendations: Experience in carpentry and concrete; Willingness to travel regularly. Competencies: Ability to work under pressure and meet deadlines; Conflict and diversity management; Self-motivated; Ability to work in a team; Communication (written and verbal) skills in two of the three official languages in the Western Cape.
- DUTIES** : Support road specialist in the maintenance and building of roads; Perform manual labour; Undertake general duties to support road specialists with respect to maintenance, repair, building and cleaning of roads which may include maintenance or improvement of road surfaces, road reserves, road signs, road markings, waterways and structures as well as related activities.
- ENQUIRIES** : Mr. D Plaatjies at (044) 272 2992
- APPLICATIONS** : If you want to hand deliver the application, please use the following address: Attention: Cecil Van Reenen, Water Solutions (Pty) Ltd, FPG House, 1st Floor, No.1 Fairway Close, Parow or you may post it to the following postal address: For attention: Cecil Van Reenen, Maverick Trading, PO Box 31120, Grassy Park, 7941. Applications not submitted on or before the closing date as well as faxed or e-mailed applications will not be considered.
- NOTE** : Applicants from relevant local communities will receive preference.
- POST 27/216** : **TRADE WORKER AID: WORKSHOP (CAPE WINELANDS) REF NO: TPW 2018-141**
- SALARY** : R96 549 per annum (Level 02)
- CENTRE** : Department of Transport and Public Works, Western Cape Government
- REQUIREMENTS** : Basic literacy and numeracy (ABET level 2). Recommendations: Relevant experience; A valid unendorsed code EC1/EC driving licence with a professional driving permit (PDP). Competencies: Machinery, vehicle construction plant and equipment; Hand and small electrical tools; Self-motivated; Communication (written and verbal) skills in two of the three official languages in the Western Cape.
- DUTIES** : Remove and replace spare parts on vehicles, construction plant and equipment; Assist artisans with repairs of vehicles, construction plant and equipment; Handle and small electrical tools; Basic spray painting and assist with welding; Maintenance of spare parts.
- ENQUIRIES** : Mr. FJ Jones Plaatjies at (021) 863 2020
- APPLICATIONS** : If you want to hand deliver the application, please use the following address: Attention: Cecil Van Reenen, Water Solutions (Pty) Ltd, FPG House, 1st Floor,

No.1 Fairway Close, Parow or you may post it to the following postal address: For attention: Cecil Van Reenen, Maverick Trading, PO Box 31120, Grassy Park, 7941. Applications not submitted on or before the closing date as well as faxed or e-mailed applications will not be considered.

NOTE : Applicants from relevant local communities will receive preference.

POST 27/217 : **ROAD WORKER: BEAUFORT WEST REF NO: TPW 2018-149**

SALARY : R96 549 per annum (Level 02)
CENTRE : Department of Transport and Public Works, Western Cape Government
REQUIREMENTS : Basic literacy and numeracy (ABET level 2). Recommendations: Relevant experience. Competencies: Ability to work in a team; Ability to work under pressure and meet deadlines; Organising and planning skills; Communication (written and verbal) skills in two of the three official languages in the Western Cape.

DUTIES : Support road specialist in the maintenance and building of roads; Perform manual labour; Undertake general duties to support road specialists with respect to maintenance, repair building and cleaning of roads which may include maintenance or improvement of road surfaces, road reserves, road signs, road markings, waterways and structures as well as related activities.

ENQUIRIES : Mr. D Plaatjies at (044) 272 3699
APPLICATIONS : If you want to hand deliver the application, please use the following address: Attention: Cecil Van Reenen, Water Solutions (Pty) Ltd, FPG House, 1st Floor, No.1 Fairway Close, Parow or you may post it to the following postal address: For attention: Cecil Van Reenen, Maverick Trading, PO Box 31120, Grassy Park, 7941. Applications not submitted on or before the closing date as well as faxed or e-mailed applications will not be considered.

NOTE : Applicants from relevant local communities will receive preference.

POST 27/218 : **ROAD WORKER: LADYSMITH REF NO: TPW 2018-150 (X3 POSTS)**

SALARY : R96 549 per annum (Level 02)
CENTRE : Department of Transport and Public Works, Western Cape Government
REQUIREMENTS : Basic literacy and numeracy (ABET level 2). Recommendations: Relevant experience. Competencies: Ability to work in a team; Ability to work under pressure and meet deadlines; Organising and planning skills; Communication (written and verbal) skills in two of the three official languages in the Western Cape.

DUTIES : Support road specialist in the maintenance and building of roads; Perform manual labour; Undertake general duties to support road specialists with respect to maintenance, repair, building and cleaning of roads which may include maintenance or improvement of road surfaces, road reserves, road signs, road markings, waterways and structures as well as related activities.

ENQUIRIES : Mr. D Plaatjies at (044) 272 3699
APPLICATIONS : If you want to hand deliver the application, please use the following address: Attention: Cecil Van Reenen, Water Solutions (Pty) Ltd, FPG House, 1st Floor, No.1 Fairway Close, Parow or you may post it to the following postal address: For attention: Cecil Van Reenen, Maverick Trading, PO Box 31120, Grassy Park, 7941. Applications not submitted on or before the closing date as well as faxed or e-mailed applications will not be considered.

NOTE : Applicants from relevant local communities will receive preference.

POST 27/219 : **ROAD WORKER: OUDTSHOORN (VARIOUS POSITIONS AVAILABLE 4X UNIONDALE; 1X DE RUST; 1X PLETTENBERG) REF NO: TPW 2018-151**

SALARY : R96 549 per annum (Level 02)
CENTRE : Department of Transport and Public Works, Western Cape Government
REQUIREMENTS : Basic literacy and numeracy (ABET level 2). Recommendations: Relevant experience; A valid unendorsed code EC1/EC driving licence with a professional drivers permit (PDP). Competencies: Ability to work in a team; Ability to work under pressure and meet deadlines; Organising and planning skills; Communication (written and verbal) skills in two of the three official languages in the Western Cape.

DUTIES : Support road specialist in the maintenance and building of roads; Perform manual labour; Undertake general duties to support road specialists with respect to

maintenance, repair building and cleaning of roads which may include maintenance or improvement of road surfaces, road reserves, road signs, road markings, waterways and structures as well as related activities.

ENQUIRIES
APPLICATIONS

- : Mr. D Plaatjies at (044) 272 3699
- : If you want to hand deliver the application, please use the following address: Attention: Cecil Van Reenen, Water Solutions (Pty) Ltd, FPG House, 1st Floor, No.1 Fairway Close, Parow or you may post it to the following postal address: For attention: Cecil Van Reenen, Maverick Trading, PO Box 31120, Grassy Park, 7941. Applications not submitted on or before the closing date as well as faxed or e-mailed applications will not be considered.
- : Applicants from relevant local communities will receive preference.

NOTE