

DEPARTMENT OF WATER AND SANITATION

CLOSING DATE : 08 February 2019
NOTE : Applications must be submitted on a signed and dated Z83 form, obtainable from any Public Service Department, and should be accompanied by a comprehensive CV as well as certified copies of qualifications and Identity document. No late, faxed or e-mailed applications will be accepted. Correspondence will be limited to shortlisted candidates only. If you have not heard from us within two (2) months of the closing date, please accept that your application was unsuccessful. Preference will be given to previously disadvantaged groups. Successful applicants will be required to undergo standard Government security clearance procedures including verification of qualifications. Should you be in a possession of a foreign qualification(s), it must be accompanied by an evaluation from South African Qualification Authority (SAQA). People with disabilities are encouraged to apply for the posts. People who are not employed by the Public Service Departments are welcomed to apply for posts. The department reserves the right not to make an appointment

OTHER POSTS

POST 03/64 : **CHIEF ENGINEER GRADE A: SANITATION MACRO PLANNING: IMPLEMENTATION SUPPORT REF NO: 080219/01**
 Branch: NWR
 CD Sanitation Services
 SD: Technical Support

SALARY CENTRE REQUIREMENTS : R991 281 per annum (All inclusive, OSD)
 : Pretoria
 : An Engineering Degree (B Eng/ BSc (Eng). Minimum six (6) years post qualification experience. Compulsory registration with ECSA as a Professional Engineer (proof must be attached). A valid driver's licence (certified copy must be attached). Experience in planning and management of water supply and sanitation projects at all levels (urban and rural). Engineering knowledge of the planning, design, and construction of on-site sanitation, waterborne sanitation including sewer reticulation, sewer collector mains sewage pump stations, wastewater treatment works, water resources development and water supply infrastructure. The applicant should have an understanding of wastewater treatment processes and process design. Knowledge of O&M of water and sanitation schemes at municipal level will be an advantage. The applicant should have good communication skills (verbal and written) and negotiation skills. Experience in working with municipalities will be an added advantage. Must be willing to travel.

DUTIES : Evaluation / assessment of sanitation project technical reports and business plans submitted by municipalities to ensure that these meet technical, financial and policy standards and requirements. Ensure & regulate that government funding on sanitation is allocated to the most viable projects that will meet basic requirements and that a municipality can afford to operate and maintain. Undertake visits to municipalities to conduct site visits to sites where projects are to be implemented or are under construction to confirm all components of the business plan and technical report, and to ensure the projects meet design specifications. Attendance of provincial MIG projects appraisal meetings to present the assessments of technical reports that have been evaluated by DWS national office. Provide support to municipalities where their technical reports submitted to DWS do not meet quality standards. Provide technical support to under capacitated municipalities during implementation stage of their sanitation projects and to monitor quality of work and adherence to initially agreed scope of work. Provide technical capacity development, mentorship and training to DWS staff at both national and regional offices where necessary or applicable. Liaise with municipal water services managers regarding assessments of technical reports and / or implementation of sanitation projects in their respective areas. Provide professional and technical advice as well as civil engineering support services

within the Directorate. Keeping abreast with the latest developments in the field of appropriate sanitation technologies and good practice. Managing administrative and personnel -related functions.

ENQUIRIES : Ms I Mathye Tel No: 012 336 7016
APPLICATIONS : Head Office (Pretoria): Please forward your applications quoting the relevant reference number to the Department of Water and Sanitation, Private Bag X350, Pretoria, 0001 or hand deliver to 285 Continental Building, Corner of Visagie and Bosman Street, Pretoria.

FOR ATTENTION : Ms. LI Mabile

POST 03/65 : **DEPUTY DIRECTOR: STRATEGIC SUPPORT REF NO: 080219/02**
Branch: International Obligations and Institutional Governance

SALARY : R826 053 Level 12 (All-inclusive package)
CENTRE : Head Office (Pretoria)
REQUIREMENTS : A National Diploma or Bachelor's Degree in Public Management / Administration or equivalent. Three (3) to (5) five years relevant management experience in administration and strategic planning. Sound knowledge of National Development Plan, Government Priorities and Outcomes approach. Risks Management, integrated Human Resource Management Plan. Understanding of internal relations. Government planning processes and framework and Monitoring Performance Assessment Tool (MPAT). In-depth knowledge and understanding of the Constitutional mandate of the Department of Water and Sanitation and its strategic direction, policies, regulations and legislation. Sound knowledge of the public service framework, legislations and Batho-Pele principles. Knowledge of Project Management principles (Project Management Body of Knowledge). General management, Presentation, report writing, interpersonal relations planning organising, decision-making, consultation, motivating, conflict resolution and management, problem solving and analytical skills. Knowledge of computer literacy.

DUTIES : Coordinate the inclusion of sector inputs into water and sanitation policies and strategies. Co-ordinate corporate support services and ensure adherence to HRM and HRD policies and regulations by monitoring recruitment and selection processes; conditions of service benefits; performance management and development system, and labour relations matters. Co-ordinate and ensure the development and implementation of Annual Performance Plan (APP) and operational plan for the Branch. Co-ordinate and ensure development and implementation of quarterly and annual performance reports and conduct regular performance review sessions to discuss strategic issues. Co-ordinate and ensure development of the International Calendar. Ensure compliance with risk requirements, internal and external audits findings and develop action plans across the Branch. Ensure effective and efficient documents management, information and record management system in line with the MISS and National Archive and Record Services of South Africa. Ensure quality assurance with regard to the content, compliance, completeness and accuracy of submissions and documents to be submitted to the Director-General, and Minister. Co-ordinate and manage cabinet, parliamentary, questions, referrals and media enquiries to the Branch and provide responses timeously.

ENQUIRIES : Ms P Mahlangu Tel No: 012 336 8287
APPLICATIONS : Head Office (Pretoria): Please forward your applications quoting the relevant reference number to the Department of Water and Sanitation, Private Bag X350, Pretoria, 0001 or hand deliver to 285 Continental Building, Corner of Visagie and Bosman Street, Pretoria.

FOR ATTENTION : Ms. LI Mabile

POST 03/66 : **ASSISTANT DIRECTOR: ORGANISATIONAL DESIGN REF NO: 080219/03**
Branch: Corporate Management
Dir: Organisational Development

SALARY : R444 693 per annum (Level 10)
CENTRE : Head Office, Pretoria

REQUIREMENTS : A National Diploma or Degree in Organisational Development/Management Services/Operations Management or related. Three (3) years supervisory experience in Organisational Development. Knowledge of policy development, implementation and organisational design. Disciplinary knowledge in HR information. Understanding of Government legislation. Knowledge in Financial management and PFMA. Knowledge of techniques and procedures for the planning and execution of operations. Experience in programme and project management. Knowledge of relationship management. Problem solving, analysis, people, diversity management, client orientation and customer focus skills. Excellent communication skills. Accountability and ethical conduct. Knowledge of analytical procedures.

DUTIES : The successful candidate will be responsible to develop job profiles, Implement organisational design policies, Develop organisational structures, Conduct job evaluations and implement organisational design systems. The successful candidate should be able to advise Senior Management on all of the above matters including interpretation and application.

ENQUIRIES : Mr R Neduvhuledza Tel No: 012 336 7968

APPLICATIONS : Head Office (Pretoria): Please forward your applications quoting the relevant reference number to the Department of Water and Sanitation, Private Bag X350, Pretoria, 0001 or hand deliver to 285 Continental Building, Corner of Visagie and Bosman Street, Pretoria.

FOR ATTENTION : Ms. LI Mabole

POST 03/67 : **ENVIRONMENTAL OFFICER (SPECIALISED PRODUCTION) REF NO: 080219/04**
Branch: Chief Operations Office Western Cape
Div: Water Quality Related Water Use Management

SALARY : R380 364 per annum (OSD)

CENTRE : Bellville

REQUIREMENTS : A relevant Honours Degree in Natural or Earth Sciences, Environmental Management or a related field. Experience in the field or water quality management and integrated water resource management will serve as an advantage. Sound knowledge of the National Water Act (Act 36 of 1998) and related policies, strategies and guidelines is required as well as knowledge of other relevant legislation. Knowledge of industrial, agricultural and mining processes as well as waste water treatment processes. Good computer literacy. A valid Code EB driver license (Certified copy must be attached). Supervision and negotiation skills. Excellent communication (Verbal and Written) and good writing skills. Willingness to travel extensively and work irregular hours.

DUTIES : Process water use authorisation applications in the Water Management Area. Provide comments on environmental impact assessments (EIAs), environmental management programme reports, mine closure reports and other technical reports. Site inspections relating to water pollution incident and water quality compliance. Sampling and provide feedback to stakeholders and the public on water use water quality related issues. Attending meetings. Liaise with stakeholders in the water sector and other government departments. Conduct regular compliance monitoring at industries, local authorities, etc and prepare reports. Assist with the supervision of staff.

ENQUIRIES : Mr D Daniels Tel No: 021 941 6189

APPLICATIONS : Western Cape (Bellville): Please forward your applications quoting the relevant reference number to the Provincial Head: Western Cape, Department of Water and Sanitation, Private Bag X16, Sanlamhof, 7532 or hand deliver to Sigma Building, 3 Blanckenberg Road, Bellville.

FOR ATTENTION : Ms K Melelo

NOTE : Persons with disabilities, African males, Indian females, Indian males, White females and African females are encouraged to apply.

POST 03/68 : **ENGINEERING TECHNICIAN PRODUCTION GRADE A: CIVIL REF NO: 080219/05**
Branch: Chief Operations Office Western Cape

SALARY : R293 652 per annum (OSD)
CENTRE : Worcester
REQUIREMENTS : A National Diploma in Civil Engineering or relevant qualification. Three (3) years post qualification technical (Engineering) experience. Compulsory registration with ECSA as a Professional Engineering Technician (certified copy must be attached). Valid driver's licence. (Certified copy must be attached). Experience in Project Management. Knowledge of technical design and analysis. Research and development. Knowledge of legal compliance. Computer-aided engineering applications. Technical report writing. Technical consulting. Problem solving and analysis. Decision making. Team work. Creativity. Customer focus and responsiveness. Excellent communication skills. Good computer skills. People management, planning and organising. Change management and people management skills.

DUTIES : Assist Engineers, Control Engineering Technicians and associates in the field, workshop and office activities. Promote safety in line with statutory and regulatory requirements. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology. Produce technical designs with the specifications and submit for evaluation and approval by the relevant authority. Provide inputs into the budgeting process as required. Compile and submits reports as required. Provide and consolidate inputs to the technical/engineering operation plan. Develop, implement and maintain databases. Supervise and control technical and related personnel and assets. Continuous professional development to keep up with new technologies and procedures. Research/literature studies on technical engineering technology to improve expertise. Liaise with relevant bodies/council on engineering related matters.

ENQUIRIES : Mr C Botma Tel No: 023 342 – 2673.
APPLICATIONS : Western Cape (Worcester): Please Forward Your Applications Quoting The Relevant Reference Number To The Provincial Head: Western Cape, Department Of Water And Sanitation, Private Bag X16, Sanlamhof, 7532 Or Hand Deliver To Sigma Building, 3 Blanckenberg Road, And Bellville.

FOR ATTENTION : Ms K Melelo
NOTE : Persons with disabilities, African males, African females and Indian males are encouraged to apply.

POST 03/69 : **DRIVER/OPERATOR REF NO: 080219/08**
Branch: Chief Operations Office Western Cape
Div: Data Management

SALARY : R136 800 per annum (Level 04)
CENTRE : George
REQUIREMENTS : A Grade 10 certificate. Driver's License Code EC with valid PDP / Operator License (Certified copy must be attached). One (1) – three (3) years' experience in driving. Experience in driving services. Knowledge in operating services. Knowledge of organizational policies, procedures, process and organizational and government structures. Basic knowledge in technical services. Knowledge of government regulations, practice notes, circulars, and policy frameworks. Delegation authority. Knowledge of Financial management and PFMA.

DUTIES : Responsible for conducting quality assurance of driver/operator systems. Implement best practice of driver/operator systems. Responsible for daily roadworthy inspections. Responsible to ensure that vehicles are serviced on time. Analyze logistics operations. Transportation of personnel, equipment and materials. Collection of goods at suppliers and departmental stores. Maintenance of register regarding deliveries and pickups. Function in accordance with applicable legislative requirements. Routine maintenance of equipment. Routine inspection of visible defects around the exterior of the equipment and vehicles. Attend to special requests. Recording of daily trips, fuel and fluids levels. Periodic checks on vehicles maintenance standards. Ensure that the place is clean, where equipment is kept in order to avoid fire hazards. Ensure the safekeeping of

equipment and vehicles. Assist with maintenance work at gauging stations. Assist with refurbishment and construction work at gauging stations. Assist the technical personnel with special tasks.

ENQUIRIES
APPLICATIONS

: Mr J Kriel, Tel No: 044 802 – 2733
: Western Cape (George): Please Forward Your Applications Quoting The Relevant Reference Number To the Provincial Head: Western Cape, Department Of Water And Sanitation, Private Bag X16, Sanlamhof, 7532 Or Hand Deliver To Sigma Building, 3 Blanckenberg Road, And Bellville.

FOR ATTENTION
NOTE

: Ms K Melelo
: Persons with disabilities, African females, White females, Indian females, White males and Indian males are encouraged to apply.