DEPARTMENT OF WATER AND SANITATION

ANNEXURE K

CLOSING DATE : 28 February 2020
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 copies of qualifications and Identity document. No late, faxed 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 disadvantage 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). “All SMS shortlisted candidates 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. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools.” 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 06/44 : DEPUTY DIRECTOR: WATER MANAGEMENT AREA (CATCHMENT) REF NO:
280220/01
Branch: Chief Operations Office: Western Cape
SD: Water Management Area: Berg Olifants

SALARY : R869 007 per annum (Level 12) (All inclusive salary package)
CENTRE : Bellville

DUTIES : Develop and implement a performance improvement suggestion scheme. Advise top management and the legislature, as well as relevant sector bodies, on policies and strategies relevant to the water sector. Communicate effectively with stakeholders in the water sector about the functions of the directorate and the Department at large. Participate as a key player in the Water and Sanitation strategic planning. Develop and manage the budget of the sub-directorate. Develop an expenditure forecast on a quarterly basis for the sub-directorate. Ensure that Water Management Institutions are supported with implementation and compliance of their statutory obligations. Ensure that Water Quality is monitored regularly and quarterly report is signed off. Support the Water Use Authorization Unit. Support the Catchment Forum in the catchment. Support the HDIs with access to water. Facilitate and supervise the implementation of the RQOs in the Catchment. Development of the Water Management Plan, development of the Terms of Reference and management of PSPs. Participate in the provincial and local intergovernmental committees and forums in water. Draw and manage the budget in accordance with the government frameworks. Support the establishment of the CMAs and WUAs in the Berg Olifants WMA. Conduct Raw water tariff consultation sessions. Participate in the transformation initiative in the Water Sector. Provide inputs into the Departmental strategies and Plans. Manage conflict within the sub-directorate. Provides support in the development of strategic and business plans of the Directorate. Coordinates International arrangements with Water Management Institutions and other Institutions.

ENQUIRIES : Mr. MJ. Murovhi Tel No: (021) 941 6237
**APPLICATIONS**: Western Cape: Please forward your applications quoting the relevant reference number to the Regional 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, Females, African Males, and Indian Males are encouraged to apply.

**POST 06/45**: CONTROL ENVIRONMENTAL OFFICER: GRADE A REF NO: 280220/02
- Branch: Chief Operations Office Western Cape
- Div: Water Quality Related Water Use Management

**SALARY**: R495 219 per annum (OSD)

**CENTRE**: Bellville

**REQUIREMENTS**: A four (4) year degree or equivalent qualification in Natural or Environmental Sciences. Six (6) year’s post-qualification experience in the field of Environmental, water and waste management. A valid car driver’s license. (Attached copy). Knowledge of the National Water Act, 36 of 1998 and water related and environmental management legislations and policies. Sound knowledge of Integrated Water Resource Management and water quality management. Good ability and experience to write and interpret technical and scientific reports and documents. Assist with the management of projects. Good management and negotiation skills. Ability to work productively in an environment consisting of multi-disciplinary internal and external DWS staff and stakeholders. Computer literacy skills. Good written and verbal communication, presentation and report writing skills. Ability to provide technical and scientific support to other DWS functions. Ability to act as a mentor and supervisor to junior staff. Good interpersonal skills. Ability to interact with communities and stakeholder groups. It will be expected of the incumbent to travel frequently.

**DUTIES**: Implementation of the National Water Act 36 of 1998 with focus on Water Quality Management. Management of water quality related water use authorizations in the Berg Olifants Water Management Area. Implementation of the waste discharge charge system in the Berg Olifants WMA. Implementation of water quality monitoring programs in the Berg Olifants WMA areas. Manage land use applications related to integrated environmental management. Assist with the preparation of the required technical information as well as the writing of technical and other reports. Represent the Department on various inter-governmental forums and structures. Liaise with the National Office on various water quality related issues. Provide specialist inputs on applications made in terms of Environmental, Mining and Agricultural legislation. Liaise with internal and external stakeholders regarding the management of water quality issues. Facilitate and coordinate the training, capacity building and career development of staff. Supervise and Mentor Environmental Officers and other subordinates. Reporting, enforcement, procurement, financial management and implementation of policies and procedures pertaining to water quality. Manage programmes and mentorship programmes for staff. Prepare monthly and quarterly reports. Manage staff.

**ENQUIRIES**: Ms. T Torch Tel No: (021) 941 6236

**APPLICATIONS**: Western Cape: Please forward your applications quoting the relevant reference number to the Regional 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, Females, African Males, and Indian Males are encouraged to apply.

**POST 06/46**: CONTROL ENGINEERING TECHNICIAN GRADE A REF NO: 280220/03
- Branch: Planning and Information

**SALARY**: R446 202 per annum (OSD)

**CENTRE**: Boskop Area Office

analysis, decision making and team work skills. Creativity, financial management, customer focus and responsiveness skills. Good planning, organising and people management.

**DUTIES**
Stream Gauging using ADP and conventional stream gauging instruments. Survey of gauging weirs using a level. Survey of floods (rated) sections. Calibration and evaluation of flow gauging stations. Inspection, coordination and supervise maintenance of flow gauging stations. Maintenance of electronic data logging instruments. Supervision of personnel according to their PMDS. Hydrological Data editing, processing and quality control. Management of hydrological data bank. Procurement of maintenance material/equipment. Liaise with landowners for access. Compile monthly progress statistics. Travel extensively as and when required. Manage the collection of all forms of hydrological data within area of responsibility. Supervise graduate interns. Responsible for Health and Safety of subordinates and office meetings. Responsible for training of personnel according to their PDP’s. Must be prepared to work away from the office for extended periods of time. Representing the division at administrative, technical and managerial forums and meetings where required. Act as the division's manager in the absence of such where required.

**ENQUIRIES**
Mr D de Villiers, Cell No: (082) 724 9457

**APPLICATIONS**
Boskop Area Office Please forward your application, quoting the post reference number, to: The Area Manager, Department of Water and Sanitation, Private Bag X08, Noordbrug, 2521 or hand deliver at Department Water and Sanitation office, Boskop Dam. (On the R501 between Potchefstroom and Carletonville, 16 kilometres from Potchefstroom)

**FOR ATTENTION**
Ms. MMM. Buyskes

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**POST 06/47**
CONTROL WATER CONTROL OFFICER REF NO: 280220/04
Branch: Chief Operations Office – Gauteng

**SALARY**
R316 791 per annum (Level 08)

**CENTRE**
Potchefstroom Area Office

**REQUIREMENTS**

**DUTIES**
Control and monitor the release and distribution of water. Keep records of water balances and meter readings for billing purposes. Collect and keep records of hydrological data. Apply health and safety regulations to the component. Inspect and report on maintenance of the infrastructure (Dams and Canals).

**ENQUIRIES**
Mr S Msayi Tel No: 018 294 9300

**APPLICATIONS**
Potchefstroom Area Office Please forward your application, quoting the post reference number, to: The Acting Area Manager, Department of Water and Sanitation, Private Bag x 936, Potchefstroom, 2520 or Hand deliver at 126 Chris Hani Street, Potchefstroom, 2520.

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**POST 06/48**
ADMINISTRATIVE CLERK SUPERVISOR REF NO: 280220/05
Branch: Chief Operations Office-Gauteng

**SALARY**
R257 508 per annum (Level 07)

**CENTRE**
Potchefstroom Area Office

**REQUIREMENTS**
A Senior/Grade 12 certificate or equivalent qualification. Three (3) to five (5) years’ experience required in Supply Chain Management / Financial management. A valid driver’s license (Attach copy). Knowledge and experience of clerical functions, practices as well as the ability to capture data, operate computer and collate administrate statistics. Knowledge and insight of human Resources prescripts. Knowledge of working procedure in term of the working environment. Working knowledge of financial operating systems (PERSAL, BAS, LOGIS, SAP etc.). Basic knowledge and understanding of the legislative framework governing the Public Service. Good Interpersonal relations, flexibility and team work. Basic knowledge of problem solving and analytical skills.

**DUTIES**
Supervise subordinates and provide supply chain clerical support services within the component. Provide training to the internal clients regarding SCM processes and procedures. Attend to enquiries related to SCM. Release purchase orders and purchase requisitions on SAP. Check purchase requisitions for correctness,
enquiries: Mr. S. Msayi Tel No: (018) 294 9300
applications: Potchefstroom Area Office Please forward your application, quoting the post reference number, to: The Acting Area Manager, Department of Water and Sanitation, Private Bag x 936, Potchefstroom, 2520 or Hand deliver at 126 Chris Hani Street, Potchefstroom, 2520.
for attention: SM Mokgosi
post 06/49: accounting clerk ref no: 280220/06
salary: r173 703 per annum (level 05)
centre: gauteng
requirements: a senior/grade 12 certificate with accounting as passed subject. Working experience in an accounting or finance environment (accounts payables and salary administration) will be an added advantage. Knowledge of the pfma, treasury regulations and relevant public service financial prescripts, while knowledge of bas, logis and persal systems would be an added advantage. Computer literate on ms office (word, ms excess a must). the candidate should also possess good interpersonal skills, communication skills and attention to details.
duties: reconciliation of the major suppliers accounts of the gauteng provincial office. Compile and capture sundry on the bas system, capture or add order payment on the logis system. Compile and capture journals and assist in clearing of suspense accounts including performing cashier functions. Check for compliance and capture salary related claims and deductions on the persal system. Ensure management of the payroll for the Provincial Office. Safekeeping of all financial records and face-value documents by maintaining an effective and efficient filing system.
enquiries: Ms. D Mantso Tel No: (012) 392 1550
applications: gauteng Please forward your applications quoting the relevant reference number to the Bothongo Plaza East, Francis Baard Street, 15th Floor, Pretoria, 0001.
for attention: Mr Daniel Masoga.
post 06/50: assistant technical officer ref no: 280220/07
salary: r173 703 per annum (level 05)
centre: boskop area
requirements: a senior/grade 12 certificate with mathematics/math literacy. A valid B driver’s license is a statutory requirement (attach copy). Minimum of two (2) years hydrometry related working experience will serve as an added advantage. This appointment will entail considerable travelling. Good verbal and written communication skills. Computer literate.
duties: Collection of hydrological data from various hydrological monitoring sites in the area of responsibility. Registering and capturing incoming hydrological data. Collection of water samples. Perform routine maintenance and inspections at hydrological gauging sites. Assit in the installation of monitoring instruments. Provide assistance to other technical personnel. The official will travel long distances and remain in the field for an extended time working away from the office. The official will assist with basic maintenance. Inspection reports must be completed and keeping of records of all problems. Collection of data from electronic data loggers. Liaise with land owners for access to gauging weirs.
enquiries: Mr. E Meyer Tel No: (082) 725 3137
applications: boskop area Please forward applications quoting reference number to: The Area Manager, Department of Water and Sanitation, Private Bag X 08, Noordbrug, 2522 or hand deliver at Department Water and Sanitation office, Boskop Dam. (On the R501 between Potchefstroom and Carletonville, 16 kilometres from Potchefstroom)
for attention: Ms. MMM. Buyskes.
post 06/51: general worker ref no: 280220/08
salary: r102 534 per annum (level 02)
centre: hydrometry office (boskop dam)
REQUIREMENTS : ABET qualification. One (1) to two (2) years’ experience in performing manual work will be an added advantage. Communication skills and ability to work in a team. Must have a basic knowledge of using equipment, tools and light machinery. Must be punctual and productive. Must be able to work away from the office for long periods and stay at camp sites near place of work. Must be able to work in or near rivers and dams.

DUTIES : Performing of general maintenance and light construction work at gauging stations. Performing of general maintenance at the office complex and terrain. Maintain and take care of machinery, equipment, tools and goods. Apply occupational health and safety to ensure safe working environment and conditions. It may be expected of the official to work long durations away from the office.

ENQUIRIES : Mr. P.D. Geldenhuys Tel No: (082) 721 2297
APPLICATIONS : Hydrometry Office (Boskop Dam) Please forward your application quoting the reference number to: The Department of Water and Sanitation, Private Bag X08, Noordbrug, 2522 or hand deliver at Department Water and Sanitation office, Boskop Dam. (On the R501 between Potchefstroom and Carletonville, 16 kilometres from Potchefstroom).

FOR ATTENTION : Ms M. Buyskes Tel No: (018) 298 9000