

## DEPARTMENT OF WATER AND SANITATION

**CLOSING DATE** : 23 April 2021

**NOTE** : Interested applicants must submit their applications for employment to the e-mail address specified on each post. **Applications must be submitted using the newly implemented Z83** form obtainable on the Department of Water and Sanitations website, under career opportunities or the DPSSA website, under vacancies in the Public Service (point 4) and should be accompanied by a comprehensive CV as well as copies of qualifications and Identity document (all documents must be submitted in **one** email in a PDF format. The attachment/s, may not **exceeding 10mb**) Subject title on the email must clearly display the **reference number** of the post applied for. Applicants should forward applications to the correct email address of the post as wrong emailed applications will not be considered. No late, applications will be accepted. Original/certified copies must be produced by only shortlisted candidates during the interview date. A SAQA evaluation report must accompany foreign qualifications. Applications that do not comply with the above mentioned requirements will not be considered. All shortlisted candidates for SMS posts will be subjected to a technical and competency assessment. A pre-entry certificate obtained from the National School of Government (NSG) is required for all SMS applicants. Candidates will be required to complete a financial disclosure form and undergo a security clearance. Foreigners or dual citizenship holders must provide a police clearance certificate from country of origin. The Department of Water Sanitation is an equal opportunity employer. In the filling of vacant posts, the objectives of section 195 (1) (i) of the Constitution of South Africa, 1996 (Act No: 108 of 1996), the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act No: 55 of 1998) and relevant Human Resources policies of the Department will be taken into consideration. Correspondence will be limited to short-listed candidates only. If you do not hear from us within two (2) months of this advertisement, please accept that your application has been unsuccessful. The department reserves the right not to fill these positions. Women and persons with disabilities are encouraged to apply and preference will be given to the EE Targets.

## OTHER POSTS

**POST 12/37** : **DEPUTY DIRECTOR: CORPORATE SERVICES REF NO: 230421/01**  
Branch: Chief Operations Office: North West

**SALARY** : R869 007 per annum (Level 12), (All-Inclusive Salary Package)

**CENTRE** : Mmabatho

**REQUIREMENTS** : A National Diploma or Degree in Administration or relevant qualification. Three (3) to five (5) years management experience in Corporate Services at Assistant Director Level. A valid drivers license. (Certified copy must be attached). Competencies: Knowledge of policy development and implementation. Knowledge of Administration processes. Knowledge of HR information. Disciplinary knowledge in HR information. Understanding of government legislation. Financial management and knowledge of PFMA. Knowledge of techniques and procedures for the planning and execution of operations. Programme and project management. Problem solving and analysis. People and diversity management. Client orientation and customer focus. Good Communication skills. Accountability and ethical conduct. Knowledge of analytical procedures.

**DUTIES** : Manage and provide support in HR, Information Technology, Administration, Communication, OHS including Safety and Security. Assist with the development and implementation of the Strategic Plan. Analyse current policies and departmental strategic objectives. Implement administration policies and various disciplines. Analyse human resource information trends. Recommend policy amendments. Develop implementation plan. Hold road shows advising department on key policy issues. Brief managers on policy requirements. Monitor policy implementation. Assist with the development and implementation of Strategic Plan. Develop Corporate Services Implementation plan. Ensure that the line managers execute their business plan within the objectives of HR Plan. Ensure that strategic objectives are implemented

accordingly. Ensure that Corporate Services forms business partners with line management. Ensure compilation of Corporate Services budget. Ensure that budget is implemented according to plan. Do early warning where necessary. Provide monthly reports to managers. Management of Human Resources. Provide expert advice on HR information implementation to managers. (People with disabilities are highly encouraged to apply).

**ENQUIRIES** : Mr C Lobakeng Tel No: (018) 387 9500  
**APPLICATIONS** : North West (Mmabatho): Please email your application quoting the relevant reference number to [NWRrecruitment@dws.gov.za](mailto:NWRrecruitment@dws.gov.za)  
**FOR ATTENTION** : Mr M.J. Ntwe

**POST 12/38** : **CONTROL ENGINEERING TECHNOLOGIST GRADE A: CIVIL REF NO: 230421/02**  
Branch: Chief Operations Office: Eastern Cape

**SALARY** : R751 542 per annum (All-Inclusive OSD Salary Package)  
**CENTRE** : Cradock  
**REQUIREMENTS** : A Bachelor of Technology in Engineering (B Tech) or relevant qualification. Six (6) years post qualification Engineering Technologist experience required. A valid drivers license (Attach a copy). Compulsory registration with ECSA as an Engineering Technologist. Proven knowledge and understanding of hydrological processes. Demonstration of good understanding and competence in all aspects of hydrometry. Project management. Technical design and analysis knowledge. Research and Development. Computer-aided engineering applications. Knowledge of legal compliance. Technical report writing. Technical consulting. Networking professional judgment. Problem solving and analysis. Decision making. Team leadership. Creativity. Change management. Financial management. Customer focus and responsiveness. Communication skills and computer Skills. Planning and organizing. People management skills. Willing to travel long distances and work away from home if and when needed. Must be prepared to undergo extensive in-house training at different locations.

**DUTIES** : Manage technological advisory services. Plan technological support to Engineers and associate professionals in the field. Ensure the adherence and promotion of safety standards in line with statutory and regulatory requirements. Solve broadly defend technological challenges through application of proven techniques and procedures. Develop, maintain and manage current technologies. Monitoring and Evaluation of technological designs. Evaluate and monitor existing technical manuals, standard drawings and procedures to incorporate new technology. Ensure quality assurance of technical designs with specifications and make recommendations for approval by the relevant authority. Identify and optimize technical solutions by applying engineering principles. Manage administrative and related functions. Provide inputs into the budgeting process. Compile and submit reports as required. Provide and consolidate inputs to the technological/ engineering operational plan. Ensure the development, implementation and maintenance databases. Manage and supervise technological and related personnel and assets. 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. Assist the manager in the Eastern Cape in establishing an effective, efficient and accurate data and quality management system. Manage the day to day hydrometry investigations, quality of data, planning of data collection, processing of data, and calibration for the hydrological network within Eastern Cape. Provide guidance, assistance, supervision and training of technical personnel in all aspects of hydrometry. Able to perform land surveying if and when needed for calibration purposes. Apply commercial software and in-house computer software to achieve maximum efficiency in performing duties. Calibration of Gauging Weirs. Perform quality control tasks on processed time series data. Research on station history and updating of hydstra database. Data Dissemination

**ENQUIRIES** : Mrs. B Kama Tel No: (043) 701 0272  
**APPLICATIONS** : Eastern Cape (Cradock): Please email your applications quoting the reference number to [ECRecruitment@dws.gov.za](mailto:ECRecruitment@dws.gov.za)  
**FOR ATTENTION** : Ms LT Malangabi

**POST 12/39** : **CONTROL ENVIRONMENTAL OFFICER (GRADE A) REF NO: 230421/03**  
Branch: Chief Operations Office: Mpumalanga

**SALARY** : R495 219 per annum (OSD)  
**CENTRE** : Mbombela  
**REQUIREMENTS** : A four-year degree or equivalent qualification in Natural Science and/or Environmental Science. Six years post-qualification experience. A valid drivers license (certified copy must be attached). Knowledge of the National Water Act, 1998 (Act 36 of 1998) and all water-related and relevant Environmental Management legislation and policies. Sound knowledge of all aspects and processes related to Resource Directed Measures and Integrated Water Resource Management. Knowledge of and experience in River Health Monitoring and indices. Knowledge and understanding of the tools developed for Reserve determination. Proven ability and experience to write and interpret technical and scientific reports and documents and assist with the management of projects. Proven 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 communication skills (verbal and written), presentation and report writing skills. Able to provide technical and scientific support to other DWS functions as well as the ability to capacitate and act as a mentor and supervisor to junior staff. Good interpersonal skills. Ability to interact with communities and stakeholder groups.

**DUTIES** : Implementation of the National Water Act, 1998, with focus on Resource Directed Measures (RDM) The implementation of the Reserve in the 4 WMA Implementation and co-ordination of the Adopt-a-River Initiative (ARI) River Health Monitoring, conduct low confidence reserves, including running hydrological and other relevant models where necessary Organise field trips and assist with the preparation of the required supportive technical information as well as the writing of technical and other reports Liaise with the National office on ARI, reserve determination and implementation, River Health Programmes and other programmes Liaise with internal and external stakeholders regarding RDM initiatives, especially ARI Integrate reserve determinations with other DWS 35 functions within the Regional Office such as licence applications and provide general technical and scientific support. Develop ToRs and manage PSPs. Participate in capacity building programmes and mentorship programmes for junior staff Prepare monthly and quarterly reports. Manage and ensure effective financial planning for water resource management.

**ENQUIRIES** : Mr. Kheva S Tel No: (013) 759 7313  
**APPLICATIONS** : Mpumalanga (Mbombela): Please email your application quoting the relevant reference to [MPRecruitPL@dws.gov.za](mailto:MPRecruitPL@dws.gov.za)  
**FOR ATTENTION** : Ms. Mkhwanazi F.M

**POST 12/40** : **CHIEF ARTISAN GRADE A REF NO: 230421/04**  
This is a re-advertisement, applicants who have previously applied are encouraged to re-apply as previous applications would not be considered.  
Branch: NWRI Central Operations

**SALARY** : R386 487 per annum (OSD)  
**CENTRE** : Tugela Vaal (O&M Jagersrust)  
**REQUIREMENTS** : An Appropriate Trade Test certificate in the field of electrical. Ten (10) years post experience required as an Artisan/ Artisan Foreman (Electrical). A valid driver's license (Attach a copy). Managerial, planning and organizing skills. Project management. Technical report writing skills. Conflict management. Knowledge of OHS Act, PMDS and PFMA. Computer literacy skills. Good communication skills. Ability to work independently, as a team and under pressure. Customer focus and responsiveness. Financial Management.

**DUTIES** : Maintenance of machinery and infrastructure through optimizing of resources and budgets. Manage backlogs, planned work and breakdowns. Condition monitoring of equipment and interpretation of data and reports. Ensure compliance with Occupational Health and Safety Act. Management of inventory and ensuring quality control and timely availability of tools and spares used in the organization. A leader in a maintenance team driving to achieve organizational goals.

**ENQUIRIES** : Mr N Buthelezi Tel No: (036) 438 8312/ 067 428 9225

**APPLICATIONS** : Tugela Vaal: Please email your application quoting the relevant reference number to [CAE@dws.gov.za](mailto:CAE@dws.gov.za)

**FOR ATTENTION** : Mr. KL Manganyi

**POST 12/41** : **CHIEF ARTISAN GRADE A ELECTRICAL REF NO: 230421/05**  
Branch: NWRI Northern Operations

**SALARY** : R386 487 per annum (OSD)

**CENTRE** : Hartbeespoort Area Office

**REQUIREMENTS** : An Appropriate Trade Test certificate in the field of electrical. Ten (10) years post qualification experience required as an Artisan/Artisan Foreman. A valid drivers license (Attach a copy). Technical report writing skills, Communication skills and Computer literacy (Word, Excel, Outlook). Be able to read and interpret manufacturing drawings. Knowledge and experience regarding the compliance to the Occupational Health and Safety Act workplace is essential. Proven experience in staff supervision.

**DUTIES** : Manage the Electrical Workshop and ensure compliance to prescribed standards in ensuring safe and serviceable infrastructure (pumps, valves, sluices, auxiliary drives, cranes, water vessels, etc.) on Government Water Schemes through planned maintenance schedule and unscheduled repairs and refurbishment projects. Manufacture items from own planning and from design drawings source, liaise and quotations from suppliers and ensure product compliance to specifications and standards Accept appointment as a section 2(1), responsible person for mechanical equipment. Evaluate and identify staff training needs and assist with training facilitation processes. Manage and evaluate staff performance on an on-going basis.

**ENQUIRIES** : Mr JJ Pretorius, Tel No: (087) 943 3719

**APPLICATIONS** : Hartbeespoort Area Office: Please email your application quoting the relevant reference number to [HBPrecruitment@dws.gov.za](mailto:HBPrecruitment@dws.gov.za)

**FOR ATTENTION** : Mr S Murunzi

**POST 12/42** : **CHIEF ARTISAN GRADE A MECHANICAL REF NO: 230421/06**  
Branch: NWRI Northern Operations

**SALARY** : R386 487 per annum (OSD)

**CENTRE** : Hartbeespoort Area Office

**REQUIREMENTS** : An Appropriate Trade Test certificate in the field of mechanical. Ten (10) years post qualification experience required as an Artisan/Artisan Foreman. A valid drivers license (Attach a copy). Supervisory, planning and analytical skills. Project management and technical report writing skills. Knowledge of Occupational Health and Safety Act and maintenance management systems. Knowledge of PMDS and PFMA. Ability to work independently as well as in a team. Computer literacy skills. Good communication skills and ability to work long hours and perform well under pressure. Technical analysis and problem solving skills. Willingness to travel. Candidates may be required to complete a practical and theoretical test.

**DUTIES** : Maintenance of bulk raw water infrastructure (dams, reservoirs, pump stations and pipelines) and machinery. Condition monitoring of equipment and interpretation of data and reports. Manage maintenance backlogs, planned maintenance and breakdowns. Ensure compliance with Occupational Health and Safety Act and PFMA. Provide inputs into existing technical manuals, standard drawings and procedures to incorporate new technology. Ensure quality assurance in line with specifications. Provide inputs into budgeting process compile and submit reports as required. Manage and supervise artisans and related personnel. Control and monitor expenditure according to budget to ensure efficient cash flow management. Manage subordinates' key performance areas by setting and monitoring performance standards and taking actions to correct deviations to achieve departmental objectives.

**ENQUIRIES** : Mr JJ Pretorius Tel No: (087) 943 3719

**APPLICATIONS** : Hartbeespoort Area Office: Please email your application quoting the relevant reference number to [HBPrecruitment@dws.gov.za](mailto:HBPrecruitment@dws.gov.za)

**FOR ATTENTION** : Mr S Murunzi

**POST 12/43** : **ASSISTANT DIRECTOR: ADMINISTRATION (WTE) REF NO: 230421/07**  
Branch: Chief Operations Office: Mpumalanga

**SALARY** : R376 596 per annum (Level 09)

- CENTRE REQUIREMENTS** :
- Bronkhorstspuit
- A National Diploma or Degree in Administration / Public Administration or relevant qualification. Three (3) to five (5) three years relevant experience in administration. Supervision of staff. Knowledge of development of Business plans and reporting requirements. Knowledge and experience in financial management and budgeting. A valid driver's license is essential (A must, Attach a copy)). Ability to work under pressure and deadline oriented. Ability to plan, organise and co-ordinate the allocated activities. Skills and Competencies: Interpersonal, Communication, Report writing and Presentation skills. Analytical thinking. Honesty and Integrity. Innovative and creative. Problem solving, Report writing and decision making skills. High-level proficiency in relevant computer applications (packages such as Microsoft Excel, PowerPoint, MS Word, and Internet).
- DUTIES** :
- Managing administrative and co-ordination support to the component. Assist with planning and implementation in respect of business plan of the directorate. Assist with the Strategic planning for the component. Ensuring accurate administration of information data. Respond to general enquiries regarding administration. Ensuring monthly reports available for managers. Expert advice on administration information implementation to managers. Overseeing the utilization of board rooms, equipment's and liaising with relevant stakeholders. Provide office reception services for the Directorate. Manage cleaning and all telephone administration matters. Supervise staff and oversee the work of subordinates. Handle disciplinary matters as well as ensure training and development of subordinates. Manage the building lease agreements and all other administrative agreements and contract management of accommodation requests under the Trading Account. Handle general administrative support including the arrangement of secretarial services for the Directorate meetings for the effective and efficient functioning of the office. Draft routine correspondence and reports. Arrange workshops/ conferences. Process/check correctness of travel claims. Form part in the budgeting process of the Sub-Directorate.
- ENQUIRIES APPLICATIONS** :
- Mr. Lessing A.A Tel No: (013) 932 2061
- Mpumalanga (Bronkhorstspuit): Please email your application quoting the relevant reference to [MPRecruitE@dws.gov.za](mailto:MPRecruitE@dws.gov.za)
- FOR ATTENTION** :
- Ms. Mkhwanazi F.M
- POST 12/44** :
- ASSISTANT DIRECTOR: FINANCIAL ACCOUNTING REF NO: 230421/08**  
Branch: NWRI Head Office  
Div: Large Capital Projects
- SALARY** :
- R376 596 per annum (Level 09)
- CENTRE** :
- Pretoria Head Office
- REQUIREMENTS** :
- A relevant tertiary qualification in financial management at NQF level 7 with Financial/Management accounting up to third level as a subject. Three (3) to five (5) years' experience of which three (3) years should be at supervision level. Experience of working in a project environment would be beneficial. Knowledge of the Public Finance Management Act, Treasury Regulations and guidelines. Knowledge of the principles and practice of financial accounting. Working knowledge of government financial systems (BAS, PERSAL, LOGIS) is recommended. An understanding of supply chain management policies and procedures. Computer literacy skills. Sound interpersonal skills and communication skills (verbal and written). Must be able to work under pressure, be self-motivated, responsible and reliable.
- DUTIES** :
- Collate budget inputs and cash flows from line managers. Prepare budget submissions during the annual budget processes. Co-ordinate the shifting of funds as necessary in consultation with the relevant managers. Prepare monthly expenditure reports and submit to management for financial reporting. Manage the processing of payment transactions in line with financial management prescripts. Ensure that all financial records are in compliance with financial policies. Implement internal control measures and conduct risk assessments. Attend to the relevant internal and external queries, including audit queries. Assist with reports on unauthorised, irregular, fruitless and wasteful expenditure. Provide budget and financial support to management.
- ENQUIRIES APPLICATIONS** :
- Ms P Moodley, Tel No: (012) 336 6929 / 7247
- 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 Continental Building, 285 Bosman Street, Corner of Visagie and Bosman Street, Pretoria.

- POST 12/45** : **SENIOR STATE ACCOUNTANT REF NO: 230421/09**  
Branch: NWRI Eastern Operations
- SALARY CENTRE REQUIREMENTS** : R316 791 per annum (Level 08)  
: Midmar Dam  
: A National Diploma or Degree in Financial Management with two (2) to three (3) years relevant experience in the public financial administration environment and payroll management. Supervisory experience will be an added advantage. Knowledge of legislations, policies, practices and procedures in the public finance management environment and PFMA. Proven working knowledge of the SAP and PERSAL Systems. Computer literacy in Microsoft Office and Excel. Knowledge of departmental policies, procedures, framework for managing performance information. Problem solving and analytical thinking skills, People and diversity management skills. Client orientation and customer focus. Good communication skills both verbal and written. Accountability and ethical conduct.
- DUTIES** : Provide financial administration on SAP/PERSAL Systems. Maintain projects on SAP. Conduct risk analysis and implement internal control in all financial administration processes. Provide supervisory function on other personnel under this section. Manage the collection of revenue in the department. Analyze and process accounts payable on SAP System. Execute budget administration. Handling of audit queries. Rectify incorrect information captured on the system. Ensure that all relevant documents are available before approving payments. Compile financial administration related reports and analyze data on payments received. Handle payments in suspense account and follow up on uncleared payments. Receive correspondence regarding payments from third parties. Attend to financial admin related audit queries. Provide input on policy amendments. Attend to other ad hoc finance related projects. Analyze data on payments received. Render enquiries on different financial matters. Edit correspondence received from officials.
- ENQUIRIES APPLICATIONS FOR ATTENTION** : Ms V. Bridgall Tel No: (033) 239 1900  
: Midmar Dam: Please email your application quoting the relevant reference number to the subject line [EopsRecruitment4@dws.gov.za](mailto:EopsRecruitment4@dws.gov.za)  
: Ms. T Sindane
- POST 12/46** : **SENIOR STATE ACCOUNTANT REF NO: 230421/10**  
Branch: NWRI Eastern Operations Revenue Management
- SALARY CENTRE REQUIREMENTS** : R316 791 per annum (Level 08)  
: Midmar Dam  
: A National Diploma/Degree in Financial Management. Two (2) to three (3) years relevant experience in the public financial matters. Knowledge and understanding of Financial Legislation, policies and procedures. Knowledge and understanding of financial prescripts such as DORA and PFMA. Knowledge financial systems such as SAP and PERSAL. Knowledge of equal opportunities and affirmative action guidelines and laws, Knowledge of administrative and clerical procedures and systems. Department policies and procedures. Government Systems. Knowledge of implementing policies of PMDS.
- DUTIES** : Provide financial administration of entity maintenance on BAS and SAP. Manage the collection of revenue in the Cluster. Handling payments in suspense accounts and do follow up on bad debts. Manage billing and attend to billing queries. Assist with the tariff determination process in the Cluster. Supervise and evaluate personnel. Compile and submit reports. Manage minor revenue projects. Manage revenue customer service office.
- ENQUIRIES APPLICATIONS FOR ATTENTION** : Ms K. Nzuzza Tel No: (033) 239 1900  
: Midmar Dam: Please email your application quoting the relevant reference number to the subject line [EopsRecruitment16@dws.gov.za](mailto:EopsRecruitment16@dws.gov.za)  
: Ms. T Sindane

**POST 12/47** : **SENIOR PROVISIONING ADMINISTRATIVE OFFICER: ASSET MANAGEMENT REF NO: 230421/11**  
Branch: Chief Operations Office: Free State: Financial Management

**SALARY** : R316 791 per annum (Level 08)  
**CENTRE** : Bloemfontein  
**REQUIREMENTS** : A National Diploma or Bachelor's Degree or in Supply Chain Management/ Public Management or Finance. A minimum of two (2) to three (3) years' experience at a level of Provisioning Administrative Officer in Asset Management environment. Knowledge of the PFMA, Asset Management Framework and Treasury Regulations and other relevant legislation. Knowledge of Basic Accounting System (BAS), GRAP and LOGIS. Computer literacy with sound knowledge of the MS Office suite preferably Excel. Demonstrate leadership/ interpersonal relationship and asset management skills. Good client service orientation skills. Ability to monitor and check information as well as set up and maintain information system. Willingness to work cooperatively with others as a team and good communication skills.

**DUTIES** : Ensure that assets are properly accounted for in the Asset Register and complies with National Treasury Guidelines. Update new additions, movements, transfers and disposals. Reconcile BAS with the Asset Register on monthly basis. Monitor all entries made on the Asset Register as per minimum requirements. Retiring of all losses and disposed assets in the register. Update inventory lists. Ensure that asset policies and procedures guidelines are implemented and ensure compliance thereof. Ensure that the Department's asset requirements are included in the budget. Perform quarterly asset count. Conduct Bi –annual physical verification of movable assets and reconcile against the Asset Register. Implement and manage registers for Finance Leases. Verify the existence of Finance Leases and prepare monthly reconciliation between Bas and amortization tables versus the Finance Leases register. Ensure reconciling items are cleared. Ensure proper annual reporting and reconciliations. Quality assurance of asset management processes. Supervision of staff.

**ENQUIRIES** : Ms B Keele Tel No: (051) 405 9000  
**APPLICATIONS** : Free State (Bloemfontein): Please email your applications quoting the relevant reference number to [FSRecruitment@dws.gov.za](mailto:FSRecruitment@dws.gov.za)  
**FOR ATTENTION** : Ms. L Wymers

**POST 12/48** : **SENIOR TRAINING OFFICER REF NO: 230421/12**  
Branch: NWRI Central Operations  
Re-advertisement, applicants who have previously applied are encouraged to re-apply as previous applications would not be considered.

**SALARY** : R316 791 per annum (Level 08)  
**CENTRE** : NWRI: Central Operations (Pretoria Office)  
**REQUIREMENTS** : A National Diploma (NQF 6) or Bachelor's Degree in Human Resource Management or Public Management. A minimum of 3-5 years relevant experience in PMDS. Good understanding of HRD. Qualified NSG CIP Module 1 Trainer (serve as added advantage). PERSAL Introductory Certificate. High level of Computer literacy in MS Office software packages. A valid drivers license (Attach a copy). Willingness to travel and work after hours when needed. Knowledge of Public Service legislative frameworks and directives relevant to Human Resource Management and Development, practices, processes and procedures. Knowledge of PFMA and Government financial systems. Knowledge of education and training quality assurance processes and procedures. Good interpersonal relations, Facilitation, Presentation and Customer Care skills with ability to interact and communicate well at different levels. Basic understanding of Employment Equity legislation. Sound report writing, problem-solving, organizing, planning, coordination and administrative skills. Good analytical, innovative and creative thinking abilities. Ability to work in a team and under pressure.

**DUTIES** : Manage and Administer EPMS, Manage and Administer Training Coordination. Facilitate and Present Compulsory Induction Programme (CIP), Facilitate and Present Departmental Induction to newly appointed employees. Present HRD workshops. Perform HRD Programmes Impact Assessments to establish Return on Investment (ROI). Participate in the development of training programmes, procedure manuals and guides on course materials. Conduct evaluation of training materials prepared by instructors to ensure

applicability. Conduct training needs analysis to develop new training programmes. Monitor, assess, record and report on training activities and program effectiveness for improvement of existing programmes. Manage and coordinate induction and orientation programmes. Ensure proper implementation of internships and learnerships programmes. Effectively and efficiently implement PMDS within the Directorate. Compile and implement the Workplace Skills Plan for the Directorate. Manage the training budget for the Directorate. Ensure effective functioning of the Skills Development Committee. Monitor compliance to Employment Equity gaps and promote effective implementation of Employment Equity Plan through training and development. Provide accurate data for the Human Resource Plan and compile monthly management reports. Render general administrative duties related to HRD/Training. Ensure accurate records are readily available.

**ENQUIRIES** : PS Kunene Tel No: (012) 741 7336  
**APPLICATIONS** : Central Operations (Pretoria Office): Please email your application quoting the relevant reference number to [STO@dws.gov.za](mailto:STO@dws.gov.za)

**FOR ATTENTION** : Mr. KL Manganyi

**POST 12/49** : **ENGINEERING TECHNICIAN PRODUCTION GRADE A REF NO: 230421/13 (X2 POSTS)**  
 Branch: Chief Operations Office: Gauteng

**SALARY** : R311 859 per annum (OSD) (Offer will be based on proven years of experience)

**CENTRE** : Boskop Area Office  
**REQUIREMENTS** : A National Diploma in Civil Engineering. Three (3) years post qualification technical Engineering experience. Compulsory registration with the Engineering Council of South Africa (ECSA) as a Professional Engineering Technician (attach proof of registration). A valid driver's license (Attached a copy). Good computer literacy and computer programming skills. Good communication skills (verbal and written) and negotiation skills. Experience in project management. Technical design of gauging weirs and analysing knowledge of hydrological data. Knowledge and experience in Computer-aided engineering applications. Technical report writing and technical consulting skills. Problem solving, 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. Survey of gauging weirs using level. Survey of flood (rated) sections. Calibration of flow gauging stations. Inspection and Supervise maintenance of flow gauging stations. Maintenance of electronic data logging instruments. Supervision of personnel. Hydrological Data editing and processing. Management of hydrological data bank. Procurement of maintenance material / equipment. Travel extensively as and when required. Manage the collection of all forms of hydrological data within area of responsibility. Liaise with landowners for access. Must be prepared to work away from the office for extended periods of time

**ENQUIRIES** : Mr D de Villiers, Cell: (082) 724 9457  
**APPLICATIONS** : Boskop Area Office: Please email your applications quoting the relevant reference number to [BuyskesM@dws.gov.za](mailto:BuyskesM@dws.gov.za)

**FOR ATTENTION** : Ms. MMM. Buyskes

**POST 12/50** : **ENGINEERING TECHNICIAN: GRADE A REF NO: 230421/14 (X2 POSTS)**  
 Branch: Chief Operations Office Free State

**SALARY** : R311 859 per annum (OSD) (Offer will be based on proven years of experience)

**CENTRE** : Bloemfontein  
**REQUIREMENTS** : A National Diploma in Engineering or relevant qualification. Three (3) years post qualification technical Engineering experience. Compulsory registration with ECSA as an Engineering Technician (Proof of registration must be attached). A valid drivers license (Attach certified copy). Sound knowledge of integrated water resource management and water resource protection. Knowledge and understanding of the water sector: relevant legislations (NWA, CARA and NEMA, MPRDA) together with the related policies, regulations, principles, guidelines, tools and procedures; policy development, implementation and monitoring. Skills and experience in management of



human resources. Excellent communication skills including verbal, report writing, presentation skills. Sound interpersonal skills as well as the ability to work in a multi-disciplinary team. Willingness to work abnormal hours and under pressure as well as travel country-wide. Proven liaison and networking skills relevant to Corporative Governance and stakeholder engagement.

**DUTIES** : Reviewing integrated water use license applications in terms of law, water resource engineering, water resource management and socio-economic, environmental and ecological concerns. Studying, participating in discussions and providing comments on all reports and submissions in connection with water use license applications. Integrate legal-engineering aspects of water use regulation with water resource engineering projects, programmes, strategies, regulations, functions, policies and law amendments of the Department and with other government programmes. Ensure legal-engineering effectiveness and consistency of measures of the Department and other water management institutions to authorise the taking and storing of water and to manage compliance to the authorisations.

**ENQUIRIES APPLICATIONS** : Mr V Blair, Tel No: (051) 405 9000  
: Free State (Bloemfontein): Please email your applications quoting the relevant reference number to [FSRecruitment@dws.gov.za](mailto:FSRecruitment@dws.gov.za)

**FOR ATTENTION** : Ms. L Wymers

**POST 12/51** : **HUMAN RESOURCE PRACTITIONER (HRT) REF NO: 230421/15**  
Branch: NWRI Eastern Operations

**SALARY CENTRE REQUIREMENTS** : R257 508 per annum (Level 07)  
: Midmar Dam  
: A National Diploma or Degree in Human Resource Management or relevant qualification. One (1) to three (3) years working experience in the field of HR. A valid drivers license (Attach a copy). Knowledge of Public Service Act and Public Service Regulations. Knowledge of Recruitment and Selection Processes. Extensive knowledge and experience of prevailing HR legislation, delegations and Persal, Knowledge of Human Resource functions, practices as well as the ability to capture data and collate administrative statistics. Ability to interpret and apply HR policies and prescript. Organizing skills and sound interpersonal skills, Good communication skills. Ability to work under pressure. Proof of computer literacy in MS Office suite.

**DUTIES** : Assist in the implementation of Human Resource policies and procedures. Facilitate the implementation and maintenance of Human Resource Administration and/ or Human Resources Provisioning. Assist in the provision of Human Resource Information services and records management services. Provide support on Human Resource Administrations enquiries.

**ENQUIRIES APPLICATIONS** : Mr. M. Mncwabe Tel No: (033) 239 1900  
: Midmar Dam: Please email your application quoting the relevant reference number to the subject line [EopsRecruitment5@dws.gov.za](mailto:EopsRecruitment5@dws.gov.za)

**FOR ATTENTION** : Mr. M Mncwabe

**POST 12/52** : **SENIOR WATER CONTROL OFFICER REF NO: 230421/17 (X5 POSTS)**  
Branch: NWRI Northern Operations

**SALARY CENTRE REQUIREMENTS** : R208 584 per annum (Level 06)  
: Tzaneen Area Office: Nzhelele Dam (X2 Posts)  
: Nandoni Dam (X1 Post)  
: Middle Letaba (X1 Post)  
: Glen Alpine Dam (X 1 Post)  
: A Senior/Grade 12 certificate. Mathematical literacy as an added advantage. Internal water control courses will be added as an advantage. One (1) to three (3) years in water control related functions. Knowledge in controlling and managing the water distribution for all Government Water Schemes, State Dams, Irrigation Boards, Water Use Associations, Canals, and Rivers within the provincial management operations and clusters. Knowledge in water related policy implementation. Knowledge in financial management act and human resources. Knowledge and implementations in OHS act. Monitoring and evaluation principles. Knowledge in supporting water utilisation and water resource strategy. Knowledge of drought and flood management. Understanding of government legislation. Knowledge in grievance and disciplinary procedures. Knowledge in monitoring and reporting water pollution and alien vegetation. Knowledge in basic civil, mechanical and electrical

- maintenance. Extensive travelling and performing duties away from the office for periods of time.
- DUTIES** : Assist with the controlling of the opening and closing of sluices according to schedule. Keep records of all information as well as meter readings for purpose of correct billing. Plan and prioritize duties for subordinates. Control water distribution according to regulations on a daily basis. Perform minor maintenance on structures, dams, fences and sluices. Compile disposal report for the scheme. Produce flood warning list of all water users/clients and do flood control. Present progress report in respect of tasks. Collections and safe keeping of equipment and supplies daily. Control time register and leave forms. Routine dam inspections of hydrological data including water meter readings. Assist with Health and Safety regulations on the scheme.
- ENQUIRIES** : Mr. KS Thantsha Tel No: (015) 307 8600
- APPLICATIONS** : Tzaneen Area Office: Please email your applications quoting the relevant reference number to [TZNrecruitment@dws.gov.za](mailto:TZNrecruitment@dws.gov.za)
- FOR ATTENTION** : Mr S Murunzi
- POST 12/53** : **SENIOR WATER CONTROL OFFICER REF NO: 230421/18**  
Branch: NWRI Eastern Operations
- SALARY** : R208 584 per annum (Level 06)
- CENTRE** : Wagendriefft Dam
- REQUIREMENTS** : A Senior/Grade 12 certificate. One (1) to three (3) years' experience in water plant related functions. A valid drivers license (Attach a copy). Knowledge in controlling and managing the water distribution for all Government Waterworks within the Area Office's jurisdiction. Policy implementation. Monitoring and evaluation principles. Knowledge in managing human resources. Knowledge of Occupational Health and Safety Act. Knowledge in supporting water utilization and water resource strategy. Knowledge of flood control. Understanding of Government legislation.
- DUTIES** : Monitor, analyze and record all relevant dam readings. Compile working schedule and be able to work overtime. Report faults, Apply safety and health regulations to the schemes. Evaluate the on job training.
- ENQUIRIES** : Mr S Bhengu Tel No: (033) 239 1900
- APPLICATIONS** : Wagendriefft Dam: Please email your application quoting the relevant reference number to the subject line [EopsRecruitment2@dws.gov.za](mailto:EopsRecruitment2@dws.gov.za)
- FOR ATTENTION** : Ms. T Sindane
- POST 12/54** : **SENIOR ADMINISTRATION CLERK (TRANSPORT) REF NO: 230421/19**  
Branch: Chief Operations Office: Free State: Auxiliary Services
- SALARY** : R173 703 per annum (Level 05)
- CENTRE** : Bloemfontein
- REQUIREMENTS** : A Senior/Grade 12 certificate or equivalent. A valid drivers license, PDP will be an added advantage (Attach copies). Knowledge of clerical duties, practices as well as the ability to operate computer and collecting statistics. Knowledge and understanding of the legislative framework governing the Public Service. Knowledge of working procedures in terms of the working environment. Computer skills. Planning and organizational skills. Good verbal and written communication skills. Interpersonal relations, flexibility, teamwork.
- DUTIES** : Manage and control departmental vehicles, keep and update the asset register, compile management reports with regard to transport within the region. Co-ordinate transport and ensure optimal utilization of vehicles at all times. Exercise control over the maintenance of and expenditure involved in use of vehicles. Ensure the proper completion and regular scrutiny of all records and returns concerning transport. Ensure that all vehicles are kept in a roadworthy condition and that they are serviced on a regular basis. Ensure that all instructions relevant to the use, operation and maintenance of vehicles are complied with. Compile the weekly/monthly transport expenditure reports. Verification of log sheets against the invoices received from the service provider and prepares monthly reports thereof. Attend to accidents and compile reports on related vehicles. Ensure timeous replacement of vehicles and facilitate licensing of government vehicles. Conduct regular inspections of PhakisaWorld vehicles as well as subsidised vehicles. Monitor the payment of traffic fines. Administer subsidy vehicles by: Verifying accuracy of log sheets and submitting them to the service provider, Capture submitted logsheets on the system, inspection of subsidy vehicles and reporting non-compliance. The

official will also be responsible for test driving newly appointed employees that are required to drive departmental vehicles. The applicants will be required to undergo driving test.

**ENQUIRIES** : Ms M Maema Tel No: (051) 405 9000  
**APPLICATIONS** : Free State (Bloemfontein): Please email your applications quoting the relevant reference number to [FSRecruitment@dws.gov.za](mailto:FSRecruitment@dws.gov.za)  
**FOR ATTENTION** : Ms. L Wymers

**POST 12/55** : **FINANCE CLERK PRODUCTION REF NO: 230421/20**  
Branch: NWRI Eastern Operations: Management Accounting

**SALARY** : R173 703 per annum (Level 05)  
**CENTRE** : Midmar Dam  
**REQUIREMENTS** : A Senior/Grade12 certificate. Financial management experience and SAP certificate will be an added advantage. Knowledge of financial management related legislations i.e. PFMA and its regulations and SCM regulations. GAAP Standards. Confidentiality, integrity, honesty, time management and good interpersonal relation skills. Basic knowledge of financial management.

**DUTIES** : Receive invoices from vendors and keep accurate invoice register. Liaise with different sections within the department regarding source documents. Compile source documents and capture invoices to pay vendors including processing of journals on SAP System. Check and capture of payroll allowances and deductions, overtime, standby on PERSAL System including attending to related queries. Ensure that all related filing is systematically completed. Request all SAP related reports when needed. Order and distribute all stationery. Perform cashier duties including handling petty cash, receiving and banking of state money and issuing of receipts.

**ENQUIRIES** : Ms V. Bridglall Tel No: (033) 239 1900  
**APPLICATIONS** : Midmar Dam: Please email your application quoting the relevant reference number to the subject line [EopsRecruitment4@dws.gov.za](mailto:EopsRecruitment4@dws.gov.za)  
**FOR ATTENTION** : Ms. T Sindane

**POST 12/56** : **FINANCE CLERK PRODUCTION REF NO: 230421/21 (X2 POSTS)**  
Branch: NWRI Eastern Operations Revenue Management

**SALARY** : R173 703 per annum (Level 05)  
**CENTRE** : Midmar Dam  
**REQUIREMENTS** : A Senior/Grade12 certificate. Financial management experience and SAP certificate will be an added advantage. Knowledge of financial management related legislations i.e. PFMA and its regulations and SCM regulations. GAAP Standards. Confidentiality, integrity, honesty, time management and good interpersonal relation skills. Basic knowledge of financial management.

**DUTIES** : Reconcile customer's accounts; attend customer queries; provide customers with status and summary of accounts, filing and record keeping, printing and forwarding statements on request to customers, investigating closed and cancelled accounts, customer service and reporting.

**ENQUIRIES** : Ms K. Nzuzza Tel No: (033) 239 1900  
**APPLICATIONS** : Midmar Dam: Please email your application quoting the relevant reference number to the subject line [EopsRecruitment4@dws.gov.za](mailto:EopsRecruitment4@dws.gov.za)  
**FOR ATTENTION** : Ms. T Sindane

**POST 12/57** : **HUMAN RESOURCE CLERK PRODUCTION REF NO: 230421/22**  
Branch: NWRI Eastern Operations

**SALARY** : R173 703 per annum (Level 05)  
**CENTRE** : Midmar Dam  
**REQUIREMENTS** : A Senior/Grade12 certificate. Basic knowledge of Human Resources prescripts. Knowledge of Registry duties, practices as well as ability to capture data and operate computer. Knowledge of the Public Service Act and Public Service Regulations. Working knowledge of Persal System. An understanding of legislative framework governing the Public Services, Knowledge of storage and retrieval procedures in terms of the working environment. Interpersonal relations, flexibility and team work. Problem solving and analysis.

**DUTIES** : Implement Human Resource Administration practice. Recruitment and Selection (advertising, appointments, transfers, verification of qualifications, secretariat functions at interviews and probationary reports). Implement conditions of services (leave, housing, medical aid, injury on duty, long service

recognition, overtime, relocation, pension, allowances and PILIR). Termination of service. Address Human Resource Administration enquiries. Liaise with internal and external stakeholders. Keep filing records up to date. Keep and maintain the attendance register of the component. Provide HR Registry services. Keep filing system of HR personnel updated. Ensure that movements of files are recorded. Open and closing files.

**ENQUIRIES** : Mr M. Mncwabe Tel No: (033) 239 1900  
**APPLICATIONS** : Midmar Dam: Please email your application quoting the relevant reference number to the subject line [EopsRecruitment5@dws.gov.za](mailto:EopsRecruitment5@dws.gov.za)  
**FOR ATTENTION** : Mr. M Mncwabe

**POST 12/58** : **ACCOUNTING CLERK: FINANCIAL ACCOUNTING REF NO: 230421/23**  
Branch: Chief Operations Office: Free State  
Div: Financial Accounting

**SALARY** : R173 703 per annum (Level 05)  
**CENTRE** : Bloemfontein  
**REQUIREMENTS** : A Senior/Grade 12 certificate or equivalent with Accounting as a passed subject. Basic knowledge of financial functions, practices as well as the ability to capture data, operate a computer and collate financial statistics. Basic knowledge and insight of the Public Service financial legislations, procedures and Treasury regulations (PFMA, DORA, PSA, PSR, PPPFA, Financial Manual). Knowledge of basic financial operating systems (PERSAL, BAS, LOGIS, SAP). Knowledge management skills. Problem solving and analysis. Client orientation and customer focus. Good communication skills. Be computer literate. Accountability and ethical conduct.

**DUTIES** : Receive invoices and record on invoice register, check and capture transactions on Persal; Check and capture Sundry Payments, receipts, Journals on SAP. Request reports on Persal and SAP. Be responsible for cashier functions. Safekeeping of cash and face value documents. Replenish Petty Cash when required. Be responsible for payroll administration. Distribution of salary and supplementary payslips to officials, update registers, compile sundry payments for big creditors; assist with clearing and monthly reporting of suspense accounts. Ensure monthly statements for creditors are reconciled. Compile monthly reports.

**ENQUIRIES** : Ms B. Keele Tel No: (051) 405 9000  
**APPLICATIONS** : Free State (Bloemfontein): Please email your applications quoting the relevant reference number to [FSRecruitment@dws.gov.za](mailto:FSRecruitment@dws.gov.za)  
**FOR ATTENTION** : Ms. L Wymers

**POST 12/59** : **SECURITY OFFICER REF NO: 230421/24**  
Branch: NWRI Northern Operations

**SALARY** : R173 703 per annum (Level 05)  
**CENTRE** : Mokolo Pump Station  
**REQUIREMENTS** : A Senior / Grade 12 certificate. One (1) to (2) years' experience in the security industry, preferably in NKP environment. A valid Grade C New PSIRA Registration certificate. National Key Point Certificate. A valid SAPS Firearm issued competency certificate (Rifle, Shotgun and Pistol). Registration with PSIRA. Firearm competency. A valid driver's license. (Attach a copy). The appointment will be subject to positive screening results. Interpersonal relationship. Knowledge of relevant legislation. Problem solving and analysis. Knowledge of security Code of conduct. Good listening skills.

**DUTIES** : Conduct guarding, patrolling and escorting at the National Key Point. Ensure that the premises are properly secured. Conduct investigations where incidents occurred. Ensure prohibition of unauthorised entry and removal of equipment's. Searching, responding to alarms. Recording of all incidents are recorded in the occurrence books/registers.

**ENQUIRIES** : Mr MS Nesamari Tel No: (012) 200 9011  
**APPLICATIONS** : Mokolo Pump Station. Please email your application quoting the relevant reference number to [HBPrecruitment@dws.gov.za](mailto:HBPrecruitment@dws.gov.za)  
**FOR ATTENTION** : Mr S Murunzi

**POST 12/60** : **WATER CONTROL AID REF NO: 230421/25 (X10 POSTS)**  
Branch: NWRI Northern Operations

**SALARY** : R145 281 per annum (Level 04)

- CENTRE** : Tzaneen Area Office: Nzhelele Canals (X5 Posts)  
Vondo Dam (X1 Post)  
Levhuvhu Canals (X1 Post)  
Sterkrivier Canal (X1 Post)  
Middle Letaba (X1 Post)  
Nandoni Dam (X1 Post)
- REQUIREMENTS** : A Senior / Grade 12 certificate or Adult Education Training (AET). Good verbal, writing and reading skills. Basic knowledge in controlling and managing the water distribution for all Government water works. Basic understanding in occupational Health and safety. Basic knowledge of flood control. Basic understanding of record keeping.
- DUTIES** : Opening and closing of sluices according to scheme regulations. Handling the water distribution sheet according to scheme regulations. Perform minor maintenance on structures, fencing and sluices. Assist with opening of blocked pipes and canals. Remove of algae and water grass in canals regularly. Conduct daily inspections on section. Report holes on embankments and any irregularly on canals to Water Control Officer. Look for cracks in measuring structures and report defects. Stagnant water on the embankments must be reported. Painting of sluices and long weir sluices. Ensure that sluice numbers are clearly marked. Keep canal grids clean. Keep gauge plates clean. Keep structures clean and their surroundings. Keep inlet hole to measuring box always open. Clean and lock always the post boxes. Repair minor wash outs. Repair equipment when necessary. Keep equipment's safe and lock the store room always.
- ENQUIRIES** : Mr. KS Thantsha Tel No: (015) 307 8600  
**APPLICATIONS** : Please email your application quoting the relevant reference number and preferred centre to [TZNrecruitment@dws.gov.za](mailto:TZNrecruitment@dws.gov.za)
- FOR ATTENTION** : Mr S Murunzi
- POST 12/61** : **GENERAL FOREMAN REF NO: 230421/26 (X2 POSTS)**  
Branch: NWRI Eastern Operations
- SALARY** : R145 281 per annum (Level 04)  
**CENTRE** : Ntshingwayo Dam and Goedertrouw Dam  
**REQUIREMENTS** : A Grade 8 certificate or equivalent qualification with one (1) to two (2) years' experience in maintaining general work of mechanical maintenance and repairs. A valid driver's licence (Attach a copy). Knowledge of Occupational Health and Safety Procedures. Basic knowledge in controlling and maintaining bulk water supply maintenance on equipment and grounds, Knowledge in routine inspection of equipment and grounds. Understanding of Public Administration and Government legislation. Basic knowledge in supporting water utilization and water resource strategy. Good verbal and writing communication skills. Numerical Literacy is strongly required. Basic knowledge of Sluices and valves.
- DUTIES** : Maintenance of mechanical bulk water infrastructure and construction equipment. Repair damaged equipment and refers equipment to other service providers for repairs. Conduct general routine inspection of grounds and equipment, supervise subordinates, keep water measurement gauge plates clean and look for cracks in measuring structures and report defects. Report irregularities in regard to dam equipment and grounds in accordance to scheme regulations, ensure equipment and grounds are in good condition and no burrowing of animals on the embankment and underground takes place, Ensure that stagnant water on the embankment is reported to the water control officer. Stock control of all resources under the general foreman's jurisdiction. Ensure the proper records keeping of repaired equipment. Keep job cards up to date and repair minor equipment, Compile safe working conditions in line with safety regulations.
- ENQUIRIES** : Mr S Bhengu Tel No: (033) 239 1900  
**APPLICATIONS** : Ntshingwayo Dam and Goedertrouw Dam: Please email your application quoting the relevant reference number and preferred centre to the subject line [EopsRecruitment2@dws.gov.za](mailto:EopsRecruitment2@dws.gov.za)
- FOR ATTENTION** : Ms. T Sindane
- POST 12/62** : **DRIVER/OPERATOR: WORKSHOP REF NO: 230421/27**  
Branch: NWRI Eastern Operations
- SALARY** : R122 595 per annum (Level 03)

**CENTRE REQUIREMENTS** : Midmar Dam  
: A Grade 10 certificate or equivalent qualification. A valid EB (code 14) Driver's License and PDP. One (1) to three (3) years proven experience in a mechanical workshop. Knowledge of Occupational Health and Safety. Ability to solve problems. Ability to communicate effectively. Knowledge in driving services, operating services, organizational policies and procedures as well as process flow. Basic knowledge in technical services. The incumbent of this post will be required to travel extensively to various remote work sites.

**DUTIES** : Operate all heavy/ light equipment in a safe and efficient way according to all relevant legislation, policies and procedures. Perform daily safety and maintenance checks, Ensure all equipment is safely secured and stored. Drive a 10T truck mounted with crane, transporting goods, tools and materials to and from various work sites. Assist Artisans in carrying out mechanical maintenance work in KZN Region in accordance with Departmental specifications and standards. Comply with OHS Act requirement in working environment. Report faults and non-compliance in a working environment. Assist in cleaning tools, equipment and immediate area around working site. Assist in loading and offloading of tools, equipment and materials. Initiating, investigating, and implementing operational improvements in and around Government Water Schemes and related facilities in KZN Region.

**ENQUIRIES APPLICATIONS** : Mr S Mathonsi Tel No: (033) 239 1900  
: Midmar Dam: Please email your application quoting the relevant reference number to the subject line [EopsRecruitment3@dws.gov.za](mailto:EopsRecruitment3@dws.gov.za)

**FOR ATTENTION** : Ms. T Sindane

**POST 12/63** : **HANDYMAN REF NO: 230421/28 (X3 POSTS)**  
Branch: NWRI Eastern Operations

**SALARY CENTRE REQUIREMENTS** : R122 595 per annum (Level 03)  
: Midmar Dam  
: An ABET Certificate. One (1) to two (2) years' experience in performing manual work. A valid driver's license (Attach a copy). Knowledge of machinery repairs, service and maintenance. Do manual duties and receive instructions from supervisor. Physical fitness. Willingness to travel extensively and work extended hours when required. Basic knowledge of hand tools and power tools. Basic understanding of Government legislations. Basic knowledge of Occupational Health and Safety procedures.

**DUTIES** : Assist Mechanical Artisan and Senior Handyman in execution of maintenance, repairs and services of machinery and mechanical installations in various dams in KZN Region. Carry tools and equipment and keep them in a good condition. Report unsafe conditions to supervisor.

**ENQUIRIES APPLICATIONS** : Mr S Mathonsi Tel No: (033) 239 1900  
: Midmar Dam: Please email your application quoting the relevant reference number to [EopsRecruitment3@dws.gov.za](mailto:EopsRecruitment3@dws.gov.za)

**FOR ATTENTION** : Ms. T Sindane

**POST 12/64** : **TRADESMAN AID WORKSHOP REF NO: 230421/29**  
Branch: NWRI Eastern Operations

**SALARY CENTRE REQUIREMENTS** : R122 595 per annum (Level 03)  
: Midmar Dam  
: An ABET Certificate. One (1) to two (2) years' experience. Ability to read various water meters and gauge plates. A valid driver's license (Attach a copy). Basic knowledge in maintenance of structures and managing the water distribution for all Government Water Works within the Area Office's jurisdiction. Be physical fit. Good communication skills and ability to work in a team, Ability to work under supervision and independently. Experience in the field of maintenance. Must have a basic knowledge of floods controlling. Basic knowledge of Occupational Health and Safety procedures. Basic understanding of Government legislations.

**DUTIES** : To provide support services to electricians, survey services and engineering technicians. Assisting with collections of electronic data and mechanical charts. Knowledge of administration in relation to correct completion of forms. Load and Offload tools, materials and equipment on a daily basis. Cleaning and repairs of water supply or distribution systems (canals, drains, dams, pipelines, structures etc.) when required. Operate brush cutter and slashes when required. Clean gauge plates and instrumentation huts when required.

**ENQUIRIES** : Mr S Mathonsi Tel No: (033) 239 1900  
**APPLICATIONS** : Midmar Dam: Please email your application quoting the relevant reference number to the subject line [EopsRecruitment3@dws.gov.za](mailto:EopsRecruitment3@dws.gov.za)  
**FOR ATTENTION** : Ms. T Sindane

**POST 12/65** : **TRADESMAN AID REF NO: 230421/30 (X2 POSTS)**  
Branch: NWR I Eastern Operations Civil Maintenance

**SALARY** : R122 595 per annum (Level 03)  
**CENTRE** : Midmar Dam  
**REQUIREMENTS** : AN ABET certificate. One (1) to two (2) years' experience in civil maintenance. Ability to read and write and follow written instructions as well as manual and written procedures. Be physically fit. Good communication skills and ability to work in a team. Ability to work under minimum supervision and independently. Experience in the field of civil maintenance. Must have basic knowledge of using equipment's, tools and light machinery. Basic Knowledge of Occupational Health and Safety procedures. Basic understanding of Government legislations.

**DUTIES** : To provide support services to Civil Artisans. Load and off load tools, materials and equipment's on daily basis. Exercise control over tools, equipment and materials. Maintenance and repairs of building infrastructure when required.

**ENQUIRIES** : Mr NA Mpangase Tel No: (033) 239 1900  
**APPLICATIONS** : Midmar Dam: Please email your application quoting the relevant reference number to the subject line [EopsRecruitment3@dws.gov.za](mailto:EopsRecruitment3@dws.gov.za)  
**FOR ATTENTION** : Ms. T Sindane

**POST 12/66** : **GENERAL WORKER REF NO: 230421/31**  
Branch: NWR I Eastern Operations

**SALARY** : R102 534 per annum (Level 02)  
**CENTRE** : Midmar Dam  
**REQUIREMENTS** : An ABET certificate. Communication skills and ability to work in a team. Knowledge of Occupational Health and Safety Procedures. Basic knowledge of general work in handling equipment and appliances. Basic understanding of Government legislations.

**DUTIES** : Sweeping, washing floors and cleaning windows, emptying of dust bins in the offices, provide proper upkeep of sidewalks, driveways, parking lots, fountains, plants and other grounds features. Rake and mulch leaves, irrigate plants and lawns. Adhere to all occupational health and safety regulations and ensure that protective equipment are appropriately used. Ensure the safe keeping of tools, equipment and property.

**ENQUIRIES** : Mr N Singh Tel No: (033) 239 1900  
**APPLICATIONS** : Please email your application quoting the relevant reference number to the subject line [EopsRecruitment4@dws.gov.za](mailto:EopsRecruitment4@dws.gov.za)  
**FOR ATTENTION** : Ms. T Sindane

**POST 12/67** : **GENERAL WORKER REF NO: 230421/32**  
Branch: NWR I Eastern Operations

**SALARY** : R102 534 per annum (Level 02)  
**CENTRE** : Midmar Dam  
**REQUIREMENTS** : An ABET certificate. Communication skills and ability to work in a team. Knowledge of Occupational Health and Safety Procedures. Basic knowledge of general work in handling equipment's and appliances. Basic understanding of Government legislations.

**DUTIES** : Sweeping, washing floors and cleaning windows, emptying of dust bins in the offices, provide proper upkeep of sidewalks, driveways, parking lots, fountains, plants and other grounds features. Rake and mulch leaves, irrigate plants and lawns. Adhere to all occupational health and safety regulations and ensure that protective equipment are appropriately used. Ensure the safe keeping of tools, equipment and property.

**ENQUIRIES** : Mr S Duma Tel No: (033) 239 1900  
**APPLICATIONS** : Midmar Dam: Please email your application quoting the relevant reference number to the subject line [EopsRecruitment5@dws.gov.za](mailto:EopsRecruitment5@dws.gov.za)  
**FOR ATTENTION** : Ms. T Sindane

**POST 12/68** : **CLEANER REF NO: 230421/33**  
Branch: NWRI Northern Operations

**SALARY CENTRE REQUIREMENTS** : R102 534 per annum (Level 02)  
: Levubu  
: An ABET certificate. Knowledge of cleaning principles. Knowledge of chemical use (dilution / mix). Knowledge of cleaning equipment to be used. Knowledge of health and safety requirements. Knowledge of basic record keeping. Basic understanding of applying safety rules. Basic understanding of applying or using chemicals correctly. Good communication interpersonal relations. Cleaning experience will be an advantage.

**DUTIES** : The Provision of cleaning services. Keep and maintain cleaning materials and equipment. Dusting, waxing, sweeping, scrubbing and vacuuming of floors and doors. Emptying and cleaning dirty bins. Collecting and removing of waste paper. Freshening office areas. Clean the general kitchen basins wash and keep stock of kitchen utensils. Empty and wash waste bins. Cleaning the Departmental boardrooms. Report broken machines. Request cleaning materials. Assist with other duties as and when required.

**ENQUIRIES APPLICATIONS FOR ATTENTION** : Mr. KS Thantsha Tel No: (015) 307 8600  
: Levubu: Please email your application quoting the relevant reference number to [TZNrecruitment@dws.gov.za](mailto:TZNrecruitment@dws.gov.za)  
: Mr S Murunzi

**POST 12/69** : **GROUNDSMAN REF NO: 230421/34 (X11 POSTS)**  
Branch: NWRI Eastern Operations

**SALARY CENTRE** : R102 534 per annum (Level 02)  
: Craigieburn Dam (X3 Posts)  
: Hluhluwe Dam (X2 Posts)  
: (Goedertrouw Dam (X3 Posts)  
: Jozini Dam (X1 Post)  
: Klipfontein Dam (X1 Post)  
: Ntshingwayo Dam (X1 Post)

**REQUIREMENTS** : An ABET certificate. Zero (0) to one (1) year working experience. Knowledge and experience of gardening and appliances. Knowledge of pruning, trimming and techniques processes. Knowledge of the chemical use (dilution mix) chemical products. Knowledge of daily maintenance procedures for efficient machine/equipment performance. Basic knowledge in supporting water utilization and water resources strategy. Knowledge of health and safety procedures. Knowledge of garden maintenance.

**DUTIES** : Responsible for the overall dam maintenance. Cleaning and maintain grounds and repair tools and structure such as buildings, fencing, using hand tools and power tools. Mixing spray or spread fertilizers, herbicides or insecticides onto grass, shrubs and trees using hand or automatic sprayers or spreaders. Irrigate plants and lawns. Provide proper upkeep of sideways, driveways, parking lots, planters and other related ground features. Maintain existing grounds/gardens by caring sod, plants and trees. Rake and mulch leaves, irrigate plant and lawns. Sweep parking lots, walkways, sashing floors and cleaning windows. Assist with maintenance duties from time to time. Adhere to all OHS Acts.

**ENQUIRIES APPLICATIONS FOR ATTENTION NOTE** : Mr S Mathonsi Tel No: (033) 239 1900  
: Please email your application quoting the relevant reference number and preferred centre to the subject line [EopsRecruitment2@dws.gov.za](mailto:EopsRecruitment2@dws.gov.za)  
: Ms. T Sindane  
: Preference will be given to the community residing within or around designated areas