

DEPARTMENT OF WATER AND SANITATION

CLOSING DATE : 03 December 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 Sanitation's website, under career opportunities or the DPSA website, under vacancies in the Public Service (point 4) and should be accompanied by a comprehensive CV as well as copies of qualifications, identity document and a valid driver's license (where applicable) which need not to be certified when applying for a post. Original/certified copies must be produced by only shortlisted candidates during the interview date. All required information on Form Z83 must be provided. Failure to complete or disclose all required information will automatically disqualify the applicant. All documents must be submitted in one email in a PDF format. The attachment/s, may not exceed 5mb) 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. A SAQA evaluation certificate must accompany foreign qualification/s. Applications that do not comply with the above mentioned requirements will not be considered. *All shortlisted candidates pertaining to Senior Management Services (SMS) posts will be subjected to a technical and competency assessment and a pre-entry certificate obtained from the National School of Government is required prior to the appointment. (Individuals who have completed the course already, and who are therefore in possession of a certificate are welcome to submit such, however it is not required that an applicant submit such when applying for the post prior to the closing date. The link for the completion of the course for the certificate for the pre-entry into SMS can be found on <http://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. 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 and 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.

MANAGEMENT ECHELON

POST 41/65 : **DIRECTOR: BULK PORTABLE WATER PRICE REGULATION REF NO: 031221/01**
Branch: Regulation
Dir: Bulk Portable Water Pricing Regulation

SALARY : R1 057 326 per annum, (all-inclusive salary package)

CENTRE : Pretoria Head Office

REQUIREMENTS : A B-Degree at NQF 7 qualification in Economic Sciences / Financial Accounting. Six (6) to ten (10) years' experience in Economic, Financial Accounting, pricing tariffs and legal administration environment. Five (5) years at middle / Senior Managerial level. A valid driver's license (Attach a copy). Knowledge of pricing strategy, norms and standards under section 10 of Water Service Act. Extensive knowledge of relevant legislation, policies and practices nationally and internationally. Knowledge of financial management. Understanding of PFMA, MFMA, Local Government legislation. Knowledge of programme and project management. Knowledge of public service act and public service regulations. Strategic capability and leadership. Knowledge management. Change

management. Service delivery and Innovation (SDI). Problem solving and analysis. People management and empowerment. Client orientation and customer focus. Excellent communication skills (verbal and written). Accountability and ethical conduct.

DUTIES : The analysis of tariffs inputs costs factors. Ensure efficient and effective bulk water services institutions through the implementation of economic regulation. Provision of customer care. The development of tariff determination standards. Reviewing of bulk water providers and asset management systems. Ensure compliance with legislation, policies, norms and standards on bulk water tariffs. Analysis of customer service standards. Provision for the setting of an economic charge in terms of Water Services Act, PFMA and MFMA. Set water tariff adjustments. Ensure efficient and effective customer service. Calculation of economic value of water. Oversee tariffs consultation process in line with the provision of regulatory guidelines. The management of contract and legal regulation. Reviewing of all contracts. Recommendation of reviews. Provide support on legislation and regulation review and interpretation. The provision of business planning and general management for the Directorate. Human resources planning and management. Financial planning and management.

ENQUIRIES : Ms MSN Moshidi Tel No: 012 336 6614
APPLICATIONS : Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to Recruitment@dws.gov.za

FOR ATTENTION : Ms L Mabile
NOTE : Preference will be given to females and persons with disabilities.

POST 41/66 : **DIRECTOR: RAW WATER PRICING REGULATION REF NO: 031221/02**
Branch: Regulation
Dir: Raw Water Pricing Regulation

SALARY : R1 057 326 per annum, (all-inclusive salary package)
CENTRE : Pretoria Head Office
REQUIREMENTS : A B-Degree at NQF 7 qualification in Economic Sciences / Financial Accounting. Six (6) to ten (10) years' experience in Economic, Financial Accounting environment and pricing tariffs. Five (5) years at middle / Senior Managerial level. A valid driver's license (Attach a copy). Understanding of the following legislations: PFMA, NWA, WSA, MFMA, Local Government legislation, the Public Service Act and associated regulations. Knowledge of pricing strategy, infrastructure pricing and pricing tariffs. Knowledge of, and proven experience in strategic capability and leadership. Programme and project management. Financial Management. Change management. Knowledge management. Excellent communication skills (verbal and written). Client orientation and customer focus. Problem solving and innovation (SDI). Accountability and ethical conduct.

DUTIES : Development, implementation, and maintenance of the pricing strategy for water use charges, regulatory rules for infrastructure investment and service quality standards (s9 WS Act). Analyse economic trends and the impact of price on the economy. Lead research on improving the pricing strategy with other competitive institutions as well as benchmarking to develop suitable pricing structures relevant to the economic situation. Oversee price formulation for emerging sectors. Review and update strategy. Conduct internal and external consultation and ensure continuous update of the draft pricing strategy. Facilitate gazetting for comment as per s56 (7) of the NWA and final approval, concurrence and publication of the Notice. Oversee the monitoring of service quality standards. Ensure the raw water charges for each financial year are developed. Oversee raw water charges consultation process. Prepare for, conduct and attend to issues raised at Sector Specific Consultation and National Consultation meetings. Prepare submissions for finalization of following FY Raw Water Charges. Ensure tariffs are determined in accordance with the best practice, current economic trends and the pricing strategy. Annual gazetting of the water research levy. Ensure appropriate review of the annual water research levy to allow for timeous approval, concurrence and gazetting. Prepare submission and draft gazette for approval by Minister and concurrence from Minister of Finance. Prepare gazette of the annual approved water research levy. Monitor, analyse and publish performance of Raw Water Institutions. Ensure the finalization of and piloting of the Institutional assessment

framework for all raw water institutions. Maintenance of framework once finalized through reviews when required. Oversee the collection of credible and analysis of performance information against the framework. Publication of performance in regulatory report. Infrastructure pricing. Oversee regulatory research and development of sustainable funding review model for raw and bulk infrastructure. Oversee the development and implementation of regulatory rules for infrastructure investment. Provision of business planning and general management of the Directorate. Human resource planning and managing financial planning and management.

ENQUIRIES : Ms A Muir Tel No: 012 336 8806
APPLICATIONS : Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to Recruitment@dws.gov.za
FOR ATTENTION : Ms L Mabole
NOTE : Preference will be given to females and persons with disabilities.

OTHER POSTS

POST 41/67 : **CONTROL ENGINEERING TECHNOLOGIST GRADE A REF NO: 031221/03**
 Branch: Infrastructure Management: Head Office

SALARY : R762 816 per annum, (all-inclusive OSD salary package)
CENTRE : Pretoria Head Office
REQUIREMENTS : A Bachelor of Technology in Engineering (B Tech) or relevant qualification. Six (6) years post qualification in Engineering Technologist experience required. A valid driver's license (attach copy). Compulsory registration with ECSA as a Professional Engineering Technologist. Computer literacy in MS Office programs is highly recommended. Ability to work with program management software such as MS project will serve as an added advantage. Experience in managing rehabilitation of conveyance systems, specifically in aspects of canals, pipelines, tunnels, pump-stations and reservoirs. Experience in managing rehabilitation of water treatment works will be an added advantage. Experience in asset lifecycle management of water resources infrastructure. Knowledge and experience in project management, contracts management and understanding of procurement processes in the public sector is recommended. Sound financial planning and management. Ability to communicate, conflict management, contract dispute resolution and negotiation skills will serve as an added advantage.

DUTIES : Oversee all aspects of project implementation in accordance with the applicable standard contracts. Manage the technical, environmental, contractual, risk, social and financial aspects of conveyance systems. Management of rehabilitation projects. Ensure compliance with technical standards, legal requirements, timeframes and approved budgets during the implementation of projects. Support operational and maintenance of conveyance systems. Manage production and term contracts to assist operations with maintenance, rehabilitation and betterment of conveyance infrastructure. Provide engineering assistance with the management of major equipment overhauls and upgrades in all the operational areas. Develop maintenance guidelines for conveyance infrastructure. Perform. Evaluation of conveyance system by means of instrumentation and assessment as required by legislation and departmental policies. Develop and manage budget for the section. Overall management of the conveyance systems management including the inputs into the business plan. Provide progress reports on the achievement of objectives.

ENQUIRIES : Mr. JM Kgopiso Tel No: 012 336 8726
APPLICATIONS : Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to Recruitment@dws.gov.za
FOR ATTENTION : Ms. LI Mabole

POST 41/68 : **CONTROL SCIENTIFIC TECHNICIAN GRADE A REF NO: 031221/04**
 Branch: Water Resource Management
 SD: Analytical Services

SALARY : R480 678 per annum, (OSD)
CENTRE : Roodeplaat (Pretoria)

REQUIREMENTS : A National Diploma in Science or relevant qualification with Analytical Chemistry or Chemistry as a major subject. Six (6) years post qualification technical (scientific) experience. Compulsory registration with SACNASP as a Professional Natural Scientist. A valid driver's license (attach a copy). In depth experience in standard water, sediment and soil analysis using Gas Chromatography (GC) instruments. In depth experience in sample preparation using automated Solid Phase Extraction (SPE), Accelerated Solvent Extraction (ASE), Gel Permeation Chromatography (GPC) and Solid Phase Micro Extraction (SPME). The ability to plan and organise laboratory activities. Extensive experience gained in an accredited Organic Chemistry laboratory and good laboratory practices. Knowledge of ISO 17025:2017 and SANAS requirements. Advanced computer literacy with and the ability to use various software packages such as MS Word, Excel, Power point Outlook and the Internet. Experience in the use of a Laboratory Information Management System (LIMS) for data handling. Good verbal and written communication skills. The ability to work in a team. Experience in supervision of analysts. Knowledge of statistical analysis and validation or verification of analytical methods. Knowledge of Occupational Health and Safety Act and safety principles.

DUTIES : Organise, prioritise, prepare and analyse water, sediment and soil samples in the Organic Chemistry laboratory with the used of Gas Chromatography (GC) instruments. Participate in proficiency testing. Participate in competency evaluation sessions called planned job observations (PJOs) on all methods and procedures in order to be declared competent. Thereafter the incumbent will be assessed by SANAS as a technical signatory. Supervise and train laboratory personnel to have a highly motivated and effective team. Provide the necessary technical and scientific guidance to other analysts to ensure the delivery of quality data. Develop, validate, verify, improve and audit analytical methods. Maintain and improve the instruments and equipment. Perform quality control on analytical results in order to release results to customers. Maintain and improve the implemented Quality management system. Maintain and improve a safe and healthy work environment. Maintain and improve the Laboratory Information Management System (LIMS). Procure services, consumable, instruments and equipment according to government procedures.

ENQUIRIES : Ms J Lekekiso Tel No: (012) 808 9750

APPLICATIONS : Pretoria (Head Office): Please email your application quoting the reference number on the subject line to Recruitment@dws.gov.za

FOR ATTENTION : Ms L Mabile

POST 41/69 : **ASSISTANT DIRECTOR: SUPPLY CHAIN MANAGEMENT REF NO: 031221/05**
Branch: Infrastructure Management: Northern Operations
(This is a re-advertisement, applicants who have previously applied must re-apply)

SALARY : R382 245 per annum (Level 09)

CENTRE : Hartbeespoort

REQUIREMENTS : A relevant tertiary qualification at NQF level 7 in Supply Chain Management or equivalent qualification. Three (3) years relevant supervisory experience in Supply Chain Management (demand, acquisition, logistics and contract management). The following skills, knowledge and attributes are required: Knowledge and understanding of Preferential Procurement Policy Framework Act, BBBEE, PFMA and Treasury Regulations; Knowledge of Supply Chain Management Regulations, Practice Notes, Circulars, Policy Framework and other Public sector supply chain management models and processes; Computer Skills, People management skills; Research and analytical skills; Project management skills; Financial management skills; Client orientation and customer focus skill; Presentation and facilitation skills; Communication (written and verbal) skills. Knowledge of contract management and Knowledge of strategic sourcing. A valid driver's license required (attach proof). A successful candidate will be required to travel extensively as the role involves supporting area offices. Knowledge of SAP will be an added advantage.

DUTIES : Manage Demand and Acquisition Services for the whole Northern Cluster. Manage Demand analysis processes in the Cluster office as well as the Area Offices. Manage strategic sourcing. Manage Supplier Database while ensuring that all procurement is done with suppliers listed in the National Treasury Central Supplier Database (CSD). Render contract management services including ensuring that all

contracts are vetted by Legal Services. Provide regular feedback on the performance of suppliers. Support the various Cluster Bid Specification, Evaluation and Adjudication Committees. Provide advice and guidance with regard to demand management by developing and implementing procurement/demand plan. Assist and provide advise with the drafting of specifications and interact with business units requiring specific goods and services. Ensure the implementation of all procurement processes and procedures. Manage the relationship between the Cluster and its different categories of service providers. Manage the procurement processes in accordance with the PPPFA, related regulations and instruction notes and generally recognized financial practices to ensure the achievement of strategic objectives. Manage and assist in the compilation of bid documents. Manage Logistics Services. Manage Inventory. Manage the process of Requisitions. Manage the issuing of Purchase Orders. Manage Stores & Warehouse. Manage the Stock-taking processes. Prepare and compile the relevant financial information for reporting purposes (reporting on procurement progress against plan; irregular, fruitless and wasteful, unauthorized expenditures incurred in the Cluster and area Offices and consequence management implemented on same). Ensure the achievement of operational targets. Manage SCM personnel to ensure that all contribute towards achievement of Cluster and departmental goals. Ensure continuous monitoring and evaluation of compliance to SCM frameworks and standards. Manage the audit process in the Cluster (internal, external and other ad hoc audits).

ENQUIRIES : Mr. SA Ngobe Tel No: (012) 200 9024
APPLICATIONS : Hartbeespoort: Please email your application quoting the relevant reference number on the subject line to HBPrecruitment@dws.gov.za
FOR ATTENTION : Mr. S Murunzi

POST 41/70 : **SENIOR PROVISIONING ADMINISTRATION OFFICER REF NO: 031221/06**
 Branch: Provincial Coordination and International Cooperation: Eastern Cape

SALARY : R321 543 per annum (Level 08)
CENTRE : King Williams Town
REQUIREMENTS : A National Diploma or Degree in Supply Chain Management or relevant qualification. Three (3) to (5) five years' experience in Supply Chain Management environment. A valid driver's license (attach copy). Experience and knowledge of BAS, LOGIS (attach copy) and GAAP. Knowledge of procurement administrative procedures. Knowledge of financial and SCM legislations. Knowledge of labour relations policies. Basic financial management and PFMA. Problems solving and analysis. People and diversity management. Client orientation and customer focus. Good communication skills both (verbal and written).

DUTIES : Ensure that commitment and accrual register is maintained and all payments batch information per contractor / consultant is recorded. Render acquisition and logistic support. Capture information into LOGIS and BAS system. Analyze procurement trends. Request and receive quotations. Engage suppliers regarding purchased materials and payment thereof. Develop action plan for the section issue orders issue and receive bid documents. Provide secretariat or logistical support during the bid consideration and contracts conclusion process. Compile monthly reports. Keep filling records up to date. Verify the correctness and accuracy of work done by sub-ordinates. Ensure that goods and services are received before payment is done. Process quotations in order to make decisions on the items to be purchased. Manage human resource processes.

ENQUIRIES : Mr. L Rasi Tel No: 043 604 5487
APPLICATIONS : Eastern Cape (King Williams Town): Please email your application quoting the relevant reference number on the subject line to ECRecruitment@dws.gov.za
FOR ATTENTION : Ms. LT Malangabi
NOTE : Candidates may be required to under-go a competency assessment test.

POST 41/71 : **ENGINEERING TECHNICIAN PRODUCTION GRADE A – C REF NO: 031221/07**
 Branch: Infrastructure Management: Eastern Operations

SALARY : R316 536 - R480 678 per annum, (OSD), (offer will be based on proven years of experience)

CENTRE REQUIREMENTS : Midmar Dam
: A National Diploma in Mechanical or Electrical Engineering. Three (3) years post qualification Engineering experience. Compulsory registration with ECSA as a Professional Engineering Technician. A valid driver's license (Attach copies). Sound knowledge of maintenance and refurbishment of major mechanical and electrical water installations. Project management. Good written and verbal communication skills. Computer literacy preferably in MS excel, MS Word and MS Powerpoint. Knowledge and experience with maintenance management and management software systems. Good leadership qualities. Sound knowledge in relation to Human Resource Management and departmental administration and procurement policies and procedures. Knowledge of the Occupational Health and Safety Act. Willingness to travel extensively and work extended hours when required. Ability to identify and resolve complex engineering problems. Practical experience within high risk production environments. Sound knowledge and experience in maintenance, refurbishment and repairs of dam related equipment such as sleeve, butterfly, gate and ring flower valves; radial and slab gates, overhead and portal cranes. Knowledge and experience of corrosion protection of continuously submerged items.

DUTIES : Assist with the identification, planning, budgeting, implementation, project management and control the maintenance and refurbishment projects of major mechanical and electrical water industry related installations. Continuous monitoring and updating of maintenance software systems. Perform regular inspections and submit written reports. Identify needs and compile specifications to maintain and improve plant performance according to industry best practices. Assist with asset management related duties, updating of asset register. Assist with administrative and procurement functions related to maintenance and refurbishment. Control occupational health and safety in the working environment. Provide in-service training. Execute administrative functions.

ENQUIRIES APPLICATIONS : Mr D. Brune Tel No: 033 239 1900
: Midmar Dam: Please post your application quoting the relevant reference number to: The Department of Water and Sanitation, Private Bag X24, Howick, 3290

FOR ATTENTION NOTE : Ms. T Sindane
: Candidates may be subjected to a skills and knowledge test.

POST 41/72 : **CHIEF ASSISTANT TECHNICAL OFFICER REF NO: 031221/08**
Branch: Provincial Coordination and International Cooperation: Eastern Cape

SALARY CENTRE REQUIREMENTS : R261 372 per annum (Level 07)
: East London
: A Senior / Grade 12 certificate with mathematics / Mathematics Literacy. Six (6) to (10) ten years' experience in surface or groundwater technical environment in collecting and processing of water –related data. Computer Literacy. A valid drivers license (Attach a copy). Knowledge of data administration. Knowledge of hydrological or geo-hydrological processes and systems. Knowledge in handling laboratory and monitoring equipment. High level knowledge in surface and groundwater data processing. Knowledge of OHS. Good communication skills. Good interpersonal relations. Good organizing skills. Technical report writing skills. Understanding of relevant software systems.

DUTIES : Process, supply and disseminate water data to system. Ensure that data and field forms for surface and groundwater are received, registered and processed. Edit and process water-related data. Ensure that processed data is archived according to departmental standards. Evaluate and quality assure the water data on relevant databases. Verify the data extracted from relevant systems. Present the findings to the custodian of the data in corrections are needed or apply the necessary corrections before the data distribution. Distribute data and information. Liaise with clients when necessary. Ensure that correct data is extracted before it is disseminated. Accurate hydrological data received, registered, processed, quality assured and archived. Water –related data and information disseminated. Client satisfaction. Data supplied to all (internal and external) stakeholders. Auditing of water –related data and improve hydrological datasets. Ensure that the quality auditing processes are adequate. Adapt the quality auditing processes where necessary. Ensure that the data is electronically uploaded upon the successful

application of quality auditing processes. Support technicians and Scientist in the execution of their tasks including quality control. Training of Staff. Water- related data audited and relevant data owners are informed of findings. Maintain improved data on relevant databases. Ensure the updating of water and related data on relevant databases. Ensure that recommendations from field visits are reported to supervisor. Convert binary (raw logger) data to text data in preparation for import to relevant systems. Water related data / information maintained. Provide On-job training in the field of expertise. Provide training in relevant fields of expertise. Provide inputs for the training materials in data processing. Provide assistance to guide data collectors in applying the correct data collections. Processes (fault correction) Provide monthly feedback on the training interventions and its successes of failures. Training in relevant fields of expertise provided. Inputs for the training materials in the processing provided. Data collectors assisted and guided in their data collections processes. Monthly feedback on the training interventions provided.

ENQUIRIES : Mr. JJ Botha Tel No: 043 701 0307
APPLICATIONS : East London: Please email your application quoting the relevant reference number on the subject line to ECRecruitment@dws.gov.za
FOR ATTENTION : Ms. LT Malangabi

POST 41/73 : **DRIVER REF NO: 031221/09**
 Branch: Infrastructure Management Southern Operations

SALARY : R124 434 per annum (Level 03)
CENTRE : Mthatha Dam

REQUIREMENTS : A Grade 10 certificate. One (1) to three (3) years experience as a Driver/Messenger. A valid driver's license with PDP. Basic knowledge of government. Knowledge of tracing and retrieving files. Good client orientation and customer focus. Excellent communication skills. Accountability and ethical conduct.

DUTIES : Responsible for retrieving of files and deliver them to the office where they are being utilized. Retrieved file and verifies items, messages, mails, documents for correctness. Tracking, searching and placement of correspondence in files. Transporting of staff from town to Mthatha dam and back to town after work and transporting of officials attending meetings and workshops and retrieving of files to various locations. Check and record outgoing files. Place correspondence on the files. Collecting of mail. Willing to work overtime when required. Willing to undergo formal and informal training.

ENQUIRIES : Mr. ML Boyce Tel No: 082 809 5905
APPLICATIONS : Mthatha Dam: Please post your application to the Department of Water and Sanitation, P.O Box 5501, Walmer, Port Elizabeth, 6065 or hand deliver at 50 Heugh Road, Lion Roars Building, 3rd Avenue Walmer

FOR ATTENTION : Ms B Gqokoma

POST 41/74 : **FOOD SERVICE AID II REF NO: 031221/10**
 Branch Corporate Support Services
 Dir: Career Management

SALARY : R104 073 per annum (Level 02)
CENTRE : Roodeplaat Training Centre - RTC Pretoria

REQUIREMENTS : A Grade 8 or equivalent certificate, basic education ability to read and write. One (1) to two (2) years experience. Relevant experience in catering and hospitality will be an added advantage. Knowledge keeping kitchen utensils clean and safe. Knowledge of sanitation, health and safety procedures. Knowledge of hygiene standards. Knowledge of inventory procedures and techniques. Knowledge of stocktaking methods and techniques. Knowledge of food handling, preparation and cooking procedures. Knowledge of food presentation techniques. Knowledge of serving of food. Basic knowledge in quality management. Basic knowledge in inventory procedures and techniques. Willing to work shifts

DUTIES : Clean kitchens, food preparation area and sculleries. Clean cooking and general utensils used in kitchens and dining halls. Assemble ingredients for cooking and prepare salads, savouries and sandwiches. Pack food and beverage trays for

serving. Cook, toast and heat simple food items. Ensure safe keeping of equipment.
 Reporting of faulty equipment and broken items in the kitchen.

ENQUIRIES : B Malaza Tel No: 082 852 3588
APPLICATIONS : Head Office (Pretoria): Please email your application quoting the relevant reference number on the subject line to Recruitment@dws.gov.za
FOR ATTENTION : Ms L Mabile

POST 41/75 : **CLEANER REF NO: 031221/11 (X2 POSTS)**
 Branch: Provincial Coordination And International Cooperation: Eastern Cape

SALARY : R104 073 per annum (Level 02)
CENTRE : East London
REQUIREMENTS : An ABET certificate. Experience in cleaning services will serve as an added advantage. Knowledge of cleaning principles. Knowledge of chemical use (dilution/mixing). Knowledge of cleaning equipment's to be used. Knowledge of health and safety requirements. Understanding of basic record keeping. Basic understanding of applying safety rules. Basic understanding of applying or using chemicals correctly. Good communication and interpersonal skills.

DUTIES : Provision of basic cleaning services. Keeping and maintaining of cleaning equipment's and managing stock of cleaning materials. Dusting, waxing, sweeping, scrubbing and vacuuming of floors. Emptying and cleaning of waste bins. Collecting and removing of office waste. Freshening of offices, boardrooms, working areas, kitchen and storerooms. Cleaning the restrooms, refilling the hand washing liquid soap, replacing paper towels, toilet papers and emptying and cleaning of wash waste bins. Assisting with other duties as and when required.

ENQUIRIES : Ms. L Mntu Tel No: 043 701 0237
APPLICATIONS : East London: Please email your application quoting the relevant reference number to the subject line ECRecruitcs@dws.gov.za
FOR ATTENTION : Ms. LT Malangabi
NOTE : Preference will be given to the community residing within or around the designated area