

## DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE

*The Department of Public Works is an equal opportunity, affirmative action employer. The intention is to promote representativity in the Public Service through the filling of these posts and with persons whose appointment will promote representativity, will receive preference. An indication by candidates in this regard will facilitate the processing of applications. If no suitable candidates from the unrepresented groups can be recruited, candidates from the represented groups will be considered. People with disabilities are encouraged to apply.*



- CLOSING DATE** : 10 June 2022 at 16H00
- NOTE** : Kindly take note that with effect from 01 January 2021, DPISA approved the new Z83 Application Form (obtainable from any Public Service department); applicants are requested to use the new application form as failure to do so will result in their application being disqualified. The Z83 form must be signed when submitted, To streamline the recruitment process to be more responsive to the public, as well as to create more protective measures during the pandemic by avoiding over-crowding and curb the costs incurred by applicants such measures should include the following regarding certification: Advertisement and accompanying notes must clearly capture the requirements for the certification to reflect that applicants, Please note that applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. The communication from HR of the department regarding requirements of certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The application for employment Form (Z83) provides under the sectional "additional information" that candidates who are selected for interviews will be requested to furnish additional certified information that may be requested to make final decision. It must be borne in mind that when a document is certified as a true copy of an original, the certifier only confirms it being a true copy of the original presented. Therefore, the certification process does not provide validation of the authenticity of the original document. The validation occurs when the documents is verified for authenticity. Regulation 67 (9) requires the executive authority to ensure that he or she is fully satisfied of the claims being made and these read with Regulations (57) (c) which requires the finalisation of Personnel Suitability Checks in order to verify claims and check the candidate for purpose of being fit and proper for employment. Applications not complying with the above will be disqualified. Should you not have heard from us within the next months, please regard your application as unsuccessful. Note: It is the responsibility of all applicants to ensure that foreign and other qualifications are evaluated by SAQA. Recognition of prior learning will only be considered on submission of proof by candidates. Kindly note that appointment will be subject to verification of qualifications and a security clearance. Faxed or late applications will NOT be accepted. Shortlisted candidates must be willing to undergo normal vetting and verification processes. Should you not have heard from us within the next 3 months, please regard your application as unsuccessful.

## OTHER POSTS

- POST 19/83** : **ASSISTANT DIRECTOR: UTILIZATION AND CONTRACTS ADMINISTRATION REF NO: 2022/193**
- SALARY CENTRE REQUIREMENTS** : R477 090 per annum  
: Polokwane Regional Office  
: A three year tertiary qualification (NQF Level 6) in Real Estate / Property Science/ Urban and Regional Planning/ Built Environment or Law. Appropriate experience in Property Management with exposure to physical verification of fixed assets and letting out of fixed properties; Knowledge of property related

legislation; A valid driver's licence and willingness to travel extensively; Computer literacy, good communication and interpersonal skills.

**DUTIES** : Conduct physical verification to ensure that state owned properties are utilized efficiently and optimally. Ensure that Property Management Information System is able to reflect all relevant property related information. Keep track of developments with regard to property management trends. Liaise with all relevant stake holders and units to ensure that property information is captured correctly and in good time. Assist in the preparation of reports to top management and all relevant stake holders. Liaise with client departments to ensure optimal utilization of state owned properties. Comply with the requirements of the PFMA. Supervision of staff.

**ENQUIRIES** : Mr Y.T. Siweya Tel No: (015) 291 6415

**APPLICATIONS** : Polokwane Regional Office Applications: The Regional Manager, Department of public works Private Bag X9469, Polokwane, 0700 or Hand deliver at 77 Hans van Rensburg Street, Sanlam Building, Ground Floor, Polokwane.

**FOR ATTENTION** : Mr. NJ Khotsa

**POST 19/84** : **ARTISAN CHIEF GRADE A: ELECTRICAL: WORKSHOP REF NO: 2022/194**

**SALARY** : R392 283 per annum

**CENTRE** : Cape Town regional Office

**REQUIREMENTS** : A completed Apprenticeship and proof of passing a trade test in terms of the provisions of section 13(2) (h) of the Manpower Training Act, 1981 as amended or a certificate issued under the provision of the repealed section of the Act and relevant N3 or higher with five (5) years relevant experience after Trade test and at least two years of managerial experience. Valid driver's license Code 8 / higher. Knowledge of Occupational Health and Safety Act 85 of 1993 and relevant Regulations. Must have the understanding of Technical/Engineering drawings. Must be computer literate.

**DUTIES** : The successful candidate must be able to compile material quantities per project, will be required to maintain all Government Buildings including new work to buildings, Must be willing to work overtime if and when required, and construct progress reports on projects and monitor/Train/mentor Artisans, Assistants and learners regularly. Maintain good housekeeping in the Workshop and manage equipment, tools and machinery used as per OHS Act 85 of 1993. The job involves a lot of travelling. It will be expected of the incumbent to climb ladders for inspection and maintenance on the government building/adherence requirement of the job. The incumbent must have knowledge of all work shop equipment and knowledge of relevant trades.

**ENQUIRIES** : Mr. T Mudau Tel No: (082) 777 3368/ Mr. M. Gazi at (082) 889 0792/Mr. M. Stephens at (082) 376 6005

**APPLICATIONS** : Cape Town Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X9027, Cape Town, 8000. Or Hand Deliver at Ground floor, Customs House, Lower Heerengracht Street, Cape Town. Register the application in the book. Please forward your application, quoting the relevant reference number, to the address mentioned and People with disabilities are encouraged to apply

**FOR ATTENTION** : Ms. C Rossouw

**POST 19/85** : **ARTISAN PRODUCTION GRADE A: PAINTER - WORKSHOP REF NO: 2022/195 (X1 POST)**

**SALARY** : R308 836 per annum

**CENTRE** : Cape Town Regional Office/ Langebaan Weg

**REQUIREMENTS** : Proof of passing a trade test in terms of the provision of Section 13(2)(h) of the Manpower training act, 1981, as amended or a certificate issued under the provision of the repeal section 27 of the Act and relevant N2 or higher with four years relevant experience after Trade test coupled with supervisory experience. Valid driver's license Code 8. Computer literate, knowledge of Occupational Health and Safety Act 85 of 1993 and relevant Regulations. Must have the understanding of Engineering and Building drawings.

**DUTIES** : The successful candidate must be able to compile material quantities per project, will be required to maintain all Government Buildings including new work to buildings, Must be willing to work overtime if and when required, and construct progress reports on projects and monitor/Train/mentor Artisans, Assistants and learners regularly. Maintain good housekeeping in the

		Workshop and manage equipment, tools and machinery used as per OHS Act 85 of 1993. The job involves a lot of travelling. It will be expected of the incumbent to climb ladders for inspection and maintenance on the Government building adherence requirement of the job.
<b><u>ENQUIRIES</u></b>	:	Mr. T Mudau Tel No: (082) 777 3368/ Mr. M. Gazi at (082) 889 0792/Mr. M. Stephens at (082) 376 6005
<b><u>APPLICATIONS</u></b>	:	Cape Town Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X9027, Cape Town, 8000. Or Hand Deliver at Ground floor, Customs House, Lower Heerengracht Street, Cape Town. Register the application in the book. Please forward your application, quoting the relevant reference number, to the address mentioned and People with disabilities are encouraged to apply.
<b><u>FOR ATTENTION</u></b>	:	Ms. C Rossouw
<b><u>POST 19/86</u></b>	:	<b><u>ARTISAN FOREMAN: FITTER AND TURNER, P.M.T.E – WORKSHOP REF NO: 2022/196 (X1 POST)</u></b>
<b><u>SALARY</u></b>	:	R308 826 per annum
<b><u>CENTRE</u></b>	:	Cape Town Regional Office
<b><u>REQUIREMENTS</u></b>	:	A completed apprenticeship as a fitter and turner and proof of passing a trade test in terms of the provision of Section 13(2) (h) of the Manpower training act, 1981, as amended or a certificate issued under the provision of the repeal section 27 of the Act to N3 or higher, must be computer literate. Recommendations: Knowledge of Occupational Health and Safety Act 85 of 1993 and Regulations. Must have a valid 197d driver's license, Code 8 or higher, knowledge of General Engineering works, steel pipe installations, plant works, arc and gas welding, steel structure erections, operations of Engineering equipment, be able to read and understand Mechanical & Engineering drawings, experience in mechanical maintenance.
<b><u>DUTIES</u></b>	:	The successful candidate must be able to compile material quantities per project, will be required to maintain all Government Buildings adherence requirements of the job, including new work to buildings, Must be willing to work overtime if and when required, and construct progress reports on projects and monitor artisan assistants. Must be willing to climb ladders and work in confined spaces.
<b><u>ENQUIRIES</u></b>	:	Mr. T Mudau Tel No: (082) 777 3368/ Mr. M. Gazi at (082) 889 0792/Mr. M. Stephens at (082) 376 6005
<b><u>APPLICATIONS</u></b>	:	Cape Town Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X9027, Cape Town, 8000. Or Hand Deliver at Ground floor, Customs House, Lower Heerengracht Street, Cape Town. Register the application in the book. Please forward your application, quoting the relevant reference number, to the address mentioned and People with disabilities are encouraged to apply.
<b><u>FOR ATTENTION</u></b>	:	Ms. C Rossouw
<b><u>NOTE</u></b>	:	Please specify your reference number in your application according to your preferred province/area. Please submit a separate, complete application for each post
<b><u>POST 19/87</u></b>	:	<b><u>ADMIN OFFICER: TRANSPORT (PROVISIONING AND LOGISTICS) REF NO: 2022/197</u></b>
<b><u>SALARY</u></b>	:	R261 372 per annum
<b><u>CENTRE</u></b>	:	Pretoria Regional Office
<b><u>REQUIREMENTS</u></b>	:	A three year tertiary qualification (NQF Level 6) in Logistics/ Transport Management/ Public Administration/ Public Management or equivalent qualification. Appropriate working experience in Transport Management. Sound knowledge and understanding of pertinent policies related to procurement of goods and services, National Treasury Regulations, Supply Chain Management, PFMA, PPPFA Act and Regulations, and Code of Conduct. Thorough knowledge and understanding of Standard Charts of (SCOA) and applicable financial business systems (LOGIS and BAS or SAGE). Excellent verbal and written communication skills, Problem Solving, Analytical skills and Computer literacy. An ability to handle confidential information. A valid driver's license. Clientele/ customer relations skills. Good interpersonal skills; decision making skills; presentations skills (including report writing), hard-working and highly motivated. Ability to work effectively and efficiently

- under pressure; willing to adapt to work schedule in accordance with directorate's requirements.
- DUTIES** : Ensuring day-to-day management and maintenance of fleet vehicles. Verify monthly kilometers travelled before approval for payment. Authorize trip itineraries. Receive and certify invoices for processing of monthly payments. Verify and process Subsistence and Transport claims. Ensure safe parking of fleet. Maintain records of driver's licenses, trip authorization files, etc. Ensure service maintenance of vehicles. Redirect traffic fines. Prevent misuse of fleet. Inspection of subsidized vehicle and processing of new applications. Ensure compliance with the transport policies, procedures and processes. Perform other related tasks as per supervisor's instructions and willingness to adapt to work schedule in accordance with office requirements. Assist with preparation of interim and Annual Financial Statements. Ensure effective management of Fleet and Subsidised vehicle. Ensure adherence to prescripts/ policies and provide to all Units with regards to provisioning of goods and services as well as logistical services.
- ENQUIRIES** : Mr SS. Mabanne Tel No: (012) 406 2015
- APPLICATIONS** : Pretoria Regional Office Applications: The Regional Manager, Department of Public Works Private BagX229, Pretoria, 0001 or 251 Skinner AVN Building, Cnr Andries and Skinner Street Pretoria.
- FOR ATTENTION** : Ms K. Tlhapane/ Ms MC. Lekganyane
- POST 19/88** : **ARTISAN PRODUCTION A- AIR- CONDITIONING AND REFRIGERATION TECHNICIAN, PMTE – WORKSHOP REF NO: 2022/198 (X1 POST)**
- SALARY** : R193 512 per annum
- CENTRE** : Cape Town Regional Office
- REQUIREMENTS** : A completed apprenticeship as a fitter and turner and proof of passing a trade test in terms of the provision of Section 13(2) (h) of the Manpower training act, 1981, as amended or a certificate issued under the provision of the repeal section 27 of the Act to N2 or higher, must be computer literate. Recommendations: Knowledge of Occupational Health and Safety Act 85 of 1993 and Regulations. Must have a valid driver's license, Code 8 or higher, knowledge of General Engineering works, copper pipe installations, air conditioning & refrigeration plant works, arc and gas welding, operations of Industrial refrigeration and air - conditioning units and equipment, be able to read and understand Mechanical & Engineering drawings of various plants, experience in refrigeration and air- conditioning maintenance.
- DUTIES** : The successful candidate must be able to compile material quantities per project, will be required to maintain all Government Buildings and Other Islands adhere requirements of job, including new work to buildings, Must be willing to work overtime if and when required, and construct progress reports on projects and monitor artisan assistants. Willing to climb ladders and work in confined spaces.
- ENQUIRIES** : Mr. T Mudau Tel No: (082) 777 3368/ Mr. M. Gazi at (082) 889 0792/Mr. M. Stephens at (082) 376 6005
- APPLICATIONS** : Cape Town Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X9027, Cape Town, 8000. Or Hand Deliver at Ground floor, Customs House, Lower Heerengracht Street, Cape Town. Register the application in the book. Please forward your application, quoting the relevant reference number, to the address mentioned and People with disabilities are encouraged to apply.
- FOR ATTENTION** : Ms. C Rossouw
- NOTE** : Please specify your reference number in your application according to your preferred province/area. Please submit a separate, complete application for each post
- POST 19/89** : **BOILER OPERATOR: WORKSHOP REF NO: 2022/199 (X3 POSTS)**
- SALARY** : R147 459 per annum
- CENTRE** : Pretoria Regional Office
- REQUIREMENTS** : Senior Certificate/ Grade 12 and an equivalent recognized national steam certificate. Operation of machinery. Interpersonal skills. Basic literacy. Technical skills. Knowledge of Boiler Operation. Occupational Health and Safety Act. Operation of equipment, tools and materials. Knowledge of general built environment.

**DUTIES** : Ensure correct usage and flow of chemicals-Request chemicals from stores as required. Test quality of water of softeners as well the returning flows of condensate water. Fill chemical tank with required chemicals as prescribed. Top up salt in brine tank. Check working conditions of chemical pumps. Test total dissolve solids (TDS) and blow-down according to prescripts. Monitoring boiler pressure in accordance with demand Monitor the steam pressure constantly. Check the correct temperature of hot well pumps. Adjust the stoker for efficient steam delivery. Report all defects immediately. Monitoring the water/fuel level in the boiler-Check the feed water pumps-level and hot well tanks for sufficient water supply to the boiler. Make sure that standby boilers and funnel is full of water and chemical at all times. Control the flow of fuel. Ensure adherence and compliance with occupational and health standards and the occupational health and safety act. .Ensure that the boiler environment is well maintained. To ensure the removal ash from boilers, gritt arrester and smoke box.

**ENQUIRIES** : Mr. I More Tel No: (072) 321 7104  
**APPLICATIONS** : Pretoria Regional Office Applications: The Regional Manager, Department of Public Works Private BagX229, Pretoria, 0001 or 251 Skinner AVN Building, Cnr Andries and Skinner Street Pretoria.

**FOR ATTENTION** : Ms K. Tlhapane/ Ms MC. Lekganyane

**POST 19/90** : **SECURITY OFFICER: SECURITY MANAGEMENT REF NO: 2022/200 (X4 POSTS)**

**SALARY** : R124 434 per annum  
**CENTRE** : Pretoria Regional Office  
**REQUIREMENTS** : Grade 10/ ABET level 3 plus Grade B (PSIR A), Basic communication, client liaison, basic security training, utilisation of firefighting equipment, evacuation processes. Relevant experience. Knowledge of legislative framework, Control of Access to Public Premises and Vehicles Act 53 of 1985. OHS&A & First Aid, Basic literacy, basic communication. Knowledge of personnel movement within the work premises, Being able to receive people and refer them as required, Basic Computer skills, Basic report writing skills, client orientation, Problem solving, Polite and friendly, Being able to present the image of the Department, High tactful and diplomatic, Creativity, ability to work in a team, ability to work under pressure, Hardworking, high standard of integrity, excellent interpersonal skills. Must be prepared to work abnormal working hours/shifts. A driver's license will be an added advantage.

**DUTIES** : To provide physical security services at all Regional office buildings. To protect the lives, property/ assets and interest of department at the Regional Office. Implement security services policy and procedures, to safeguard personnel and property/ assets. To provide a client's relationship between security and personnel, visitors and suppliers. To conduct effective and efficient access control, positive identification of individuals, patrols, escorts etc. The provision of support to the administration of physical security services.

**ENQUIRIES** : Ms M. Shingange Tel No: (012) 492 3137  
**APPLICATIONS** : Pretoria Regional Office Applications: The Regional Manager, Department of Public Works Private BagX229, Pretoria, 0001 or 251 Skinner AVN Building, Cnr Andries and Skinner Street Pretoria.

**FOR ATTENTION** : Ms K. Tlhapane/ Ms MC. Lekganyane

**POST 19/91** : **GROUNDSMAN: WATER CARE REF NO: 2022/201**

**SALARY** : R104 073 per annum  
**CENTRE** : Durban Regional Office  
**REQUIREMENTS** : ABET where applicable with 0- 2 years relevant experience as a groundsman.  
**DUTIES** : Ensure that the grounds/gardens are kept in good condition. Mowing the grass on a regular basis. Trimming hedges. Maintain flower beds and cut grass. Planting flowers. Removal of weeds and litter. Keep unauthorised people away from work area. Assist with washing and maintaining equipment in proper working order. Assist with cleaning protective equipment. Use of various hand and power tools. Any and all other duties assigned by line supervisor.

**ENQUIRIES** : Mr JC Mkhize Tel No: (031) 314 7096  
**APPLICATIONS** : Applications for Durban regional Office: The Regional Manager, Department of Public Works Private Bag X54315, Durban, 4000.

**FOR ATTENTION** : Ms. NS Nxumalo