

DEPARTMENT OF WATER AND SANITATION

CLOSING DATE
NOTE

- : 21 July 2022
- : Interested applicants must submit their applications for employment to the 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 DPSA website, under vacancies in the Public Service (point 4) and should be accompanied by a comprehensive CV. All required information on the Z83 application form must be provided. Other related documentation such as copies of qualifications, identity document, drivers license etc need not to accompany the application when applying for a post as such documentation must only be produced by shortlisted candidates during the interview date. With reference to applicants bearing professional or occupational registration, fields provided in Part B of the Z83 must be completed as these fields are regarded as compulsory and such details must also be included in the applicants CV. Failure to complete or disclose all required information will automatically disqualify the applicant. 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 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 three (3) 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 24/96**

- : **DEPUTY DIRECTOR: ICT INFRASTRUCTURE AND CLOUD SERVICES**
REF NO: 210722/01
Branch: Corporate Support Services
SD: Infrastructure and IT Operations

SALARY
CENTRE
REQUIREMENTS

- : R882 042 per annum (Level 12), (all-inclusive salary package)
- : Head Office: Pretoria
- : A National Diploma or Degree in Information and Communication Technology qualification. Three (3) to five (5) years' experiences in Information and Communication Technology. Microsoft Azure Certified. Knowledge on hybrid cloud computing. Information Technology Infrastructure Library (ITIL) certification. MCSE certificate. Understanding of Government legislation. Knowledge of IT Regulations, practice notes, circulars, and policy frameworks. Knowledge of contract management. Knowledge of strategic sourcing. Knowledge in Customer Relations. Knowledge and understanding of the Public Service Act and Regulations, Treasury Regulations, PFMA and financial management. Knowledge and understanding of techniques and procedures for the planning and execution of IT operations. Programme and project management. Knowledge of relationship management. Problem solving and analysis. People and Diversity Management. A valid driver's license.

DUTIES : Ensure the implementation of ICT Operational plans within Infrastructure and IT Operations, Ensure the provisioning and managing of cloud services to modernize ICT infrastructure, Ensure management of data center facilities and the environment. Ensure maintenance and support including modernization of ICT server infrastructure. Develop technical designs for the migration to the cloud. Administer and maintain information technology systems (Data Centre Servers, LAN and WAN equipment). Ensure the implementation of operational plans that includes service delivery management and performance measurement. Define, implement, and ensure compliance for ICT operations. Monthly reports compiled. Management of the relevant ICT SLA's. Establish and maintain ICT Project Management capability and mechanism for compliance. Develop specifications for procurement. Ensure compliance to the PFMA. Research and research best practices in ICT Service Management and Operations. Develop policies and procedures. Facilitate the implementation of policies and procedures. Any other duties as assigned.

ENQUIRIES APPLICATIONS : Mr. L Manqele Tel No: (012) 336 6718/8394
: Pretoria (Head Office): 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, Corner of Visagie and Bosman Street, Pretoria.

FOR ATTENTION : Planning Recruitment and Selection unit

POST 24/97 : **ADMINISTRATION CLERK REF NO: 210722/02**
Branch: Provincial Coordination and International Cooperation: North-West

SALARY CENTRE REQUIREMENTS : R176 310 per annum (Level 05)
: North-West (Mmabatho)
: A Senior / Grade 12 certificate. Knowledge of clerical functions, practices as well as the ability to capture data, operate a computer and collate administrative statistics. Basic knowledge of Human Resources prescripts. Knowledge of basic financial operating systems (PERSAL, BAS, LOGIS etc.) Knowledge and understanding of the legislative framework governing the Public Service. Knowledge of working procedures in terms of the working environment. Interpersonal relations, flexibility, teamwork. Basic knowledge of problem solving and analysis. Client orientation and focus. Communication. Accountability and ethical conduct.

DUTIES : Render general clerical support services, make photocopies, distribute documents, Keep maintain filing systems, keep and maintain incoming and outgoing documents register, Type letters and other correspondence when required. Provide supply chain management support services within the component stock control of office stationery, keep, and maintain the asset register of the component. Provide personnel administration clerical support services within the component, keep and maintain leave register for the directorate, arrange traveling and accommodation. Provide financial administration support services in the component.

ENQUIRIES APPLICATIONS : Mr SS Matsheka Tel No: (018) 387 9511
: North-West (Mmabatho): Please forward your application quoting the relevant reference number to the Provincial Head: North-West, Department of Water and Sanitation, Private Bag X5 Mmabatho 2735 or and deliver at Mega City Shopping Centre, Corner Dr James Moroka Drive and Sekame Road, Unit 99 Ground Floor.

FOR ATTENTION : Mr M.J. Ntwe

POST 24/98 : **ASSISTANT TECHNICAL OFFICER (SCIENTIFIC SUPPORT) REF NO: 210722/03**
Branch: Provincial Coordination and International Cooperation: North-West

SALARY CENTRE REQUIREMENTS : R176 310 per annum (Level 05)
: Hartbeespoort Dam
: A Senior / Grade 12 certificate (with Mathematics/ Mathematics Literacy). Computer Literacy. Basic knowledge in handling Laboratory Equipment. Driver's license. Basic Problem Solving. Good Communication Skills. Good Interpersonal Skills. Good Organising Skills. Willingness to Acquire New Skills.

DUTIES : The maintenance and monitoring the measuring equipment. Collect water samples according to set standards and register the samples on the relevant database. Capture hydrological data. Maintain data related to surface and ground water.

