

## DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE

*The Department of Public Works is an equal opportunity, affirmative action employer. The intention is to promote representatively in the Public Service through the filling of these posts and with persons whose appointment will promote representatively, 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** : 04 August 2023 at 16H00
- NOTE** : Kindly take note that with effect from 01 January 2021, DPSA approved the new Z83 Application Form (obtainable from any Public Service department); applicants are requested to use the new application form and the Z83 form must be signed when submitted as failure to do so will result in their application being disqualified. With regard to completion of new Z83 form, part A and B must be fully filled, Part C on method of correspondence and contact details must be fully filled, two questions relating to condition that prevent reappointment under part F must be fully answered. Page 1 must be initialled, failure to comply with the above, applicants will be disqualified. 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 overcrowding 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 not 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.
- ERRATUM:** Kindly note that the following posts were advertised in Public Service Vacancy Circular 23 dated 07 July (1) Chief Construction Project Manager (Grade A) with Ref No: 2023/180, Centre: Bloemfontein Regional Office (2) Chief Construction Project Manager (Grade A) with Ref No: 2023/181, Centre: Pretoria Regional Office (3) Chief Construction Project Manager (Grade A) with Ref No: 2023/182, Centre: Kimberley Regional Office, (4) Assistant Director: Leasing & Acquisition with Ref No: 2023/195, Centre: Mmabatho regional Office, All positions mentioned above have been withdrawn for re-advertisement Post advertised in Public Service Vacancy Circular 24 dated 14 July 2023 (5) Assistant Director: Labour Relations: collective Bargaining with Ref No: 2023/235, Centre: Head Office was

advertised with the incorrect Requirements, the correct requirements will be as follows: A three year tertiary qualification (NQF Level 6) in Human Resources Management/ Labour Relations or in the related field. Appropriate working experience at a supervisory level in Labour Relations or in the relevant field. Knowledge: Knowledge of standards, practices, processes and procedures related to labour relations, Collective bargaining structures and processes; Structure and functioning of the Department, Employment Equity Plan of the Department, Diversity management, Constitution of the RSA, Public Service Act and Regulations, Employment Equity Act, Basic Conditions of Employment Act, Labour Relations Act, Collective Agreements, Codes of Remuneration and the Public Finance Management Act, PSCBC Resolutions, GPSSBC Resolutions, CCMA Rules, GPSSBC Rules, PERSAL. Skills: Basic numeracy, Interpersonal skills, General administration and organisational skills, Interpretation of policies, Ability to undertake basic research/gather information, Computer literacy, Analytical thinking, Problem solving skills, Motivational skills, Conflict management, Presentation skills, Negotiation skills, Communication and report writing abilities, Cross examination skills. Personal Attributes: Innovative, Creative, Resourceful, Objectivity, Ability to work under stressful situations, Ability to communicate at all levels, People orientated, Trustworthy, Assertive, Hard-working, Self-motivated, Ability to work independently. Drivers' license. (6) Admin Physical Security: Security Management with Ref No: 2023/237, Centre: Head Office, please note that requirements have been amended to: A three year tertiary qualification (NQF Level 6) in Safety/Security Management with relevant experience in security or related field. GRADE B PSIRA certificate. Driver's License. Security clearance (Secret). Knowledge: Relevant legislation related to public security. Including the Minimum Information Security Standards Act (MISS). Disciplinary procedure and what constitute unprofessional conduct. Regional Business Processes. National Information Security Policy. Risk and Threats management. Safety and Security Management and Administration, including (security Audit, physical security measures, contingency, planning, occupational health and safety, personnel security, document security, surveillance, information technology security fire regulation and fire protection and communication security). Security Environment (national Intelligence Agency, South African Policy Service (NPA). Security Breaches and investigation. Skills: Leadership and management skill, Effective communication at all levels, Report writing, Presentation Skills, Interpersonal and diplomacy skills, Computer literacy, Detecting skills, Problem solving skills and Conflict Management, Please note that advert place only on Public Service Vacancy Circular 24 dated 14 July will be extended 04 August 2023. (7) State Accountant with Ref No: 2023/238, Centre: Durban regional Office, has been withdrawn.

#### OTHER POSTS

- POST 25/59** : **CHIEF CONSTRUCTION PROJECT MANAGER (GRADE A) REF NO: 2023/245**  
(Re-advertisement, applicant who previously applied are encouraged to re-apply)
- SALARY** : R1 146 540 per annum, (all-inclusive package), (OSD)  
**CENTRE** : Bloemfontein Regional Office  
**REQUIREMENTS** : Relevant B Degree or equivalent qualification in a technical field/built environment with a minimum of 6 years post qualification experience. Valid driver's license, Compulsory registration with the SACPCMP as a Professional Construction Project Manager. Knowledge of Programme and Project management. Project design and analysis; legal and operational compliance, as well as the creation of a high-performance culture, Communication skills, Problem-solving and analysis skills, Decision making skills, Conflict management skills. Research and development. Strategic capability and leadership. Financial management and Computer skills and well as negotiation skills.
- DUTIES** : Monitor the performance of project managers and other personnel under his/her supervision. Mentor, develop and offer technical support to improve performance. Manage construction projects on his/her own, ranging from large-scale capital projects to maintenance projects and service contracts. Ensure that the needs of clients are well interpreted into manageable scopes of work.

Procure the services of built environment professionals through stipulated supply chain management processes. Coordinate the work of various professionals to ensure the required design and documentation quality as well as delivery is in accordance with project execution plans. Coordinate all internal resources required to ensure the bidding process for appointment of contractors. Ensure that appointed consultants manage the quality of work within their professional scope and responsibility. Ensure that contractors timeously receive all relevant specifications and details to construct. Adjudicate all applications of variation orders and extensions of time, and make recommendations to the approving authority within the Department. Process all interim monthly payments as per the conditions of contract and in line with Government's commitment to pay invoices timeously. Prepare and submit project information to be filed to the Head of Directorate. Secure all required funding for the projects through internal set processes. Ensure that project information is filed appropriately for easy access during audit. Cultivate a culture of good working relationships with fellow colleagues within the Department. Adhere to conditions of Occupational Health and Safety. Conduct research on new best practices of materials, techniques and methods. Ensure delivery of projects within parameters of time and cost. Establish and promote effective relationships with clients. Provide expert advice to the Department.

**ENQUIRIES  
APPLICATIONS**

: Ms. P Zweni Tel No: (051) 408 7348  
 : Bloemfontein Regional Office Applications: The Regional Manager,  
 Department of Public Works, P/Bag X 20605, Bloemfontein, 9300 or Hand  
 Delivered to 18 President Brandt Street, Bloemfontein, 9300.

**FOR ATTENTION**

: Mr. D Manus

**POST 25/60**

: **CHIEF CONSTRUCTION PROJECT MANAGER GRADE A REF NO:  
2023/246**

**SALARY  
CENTRE  
REQUIREMENTS**

: R1 146 540 per annum, (all-inclusive package), (OSD)  
 : Pretoria Regional Office  
 : Relevant B Degree or equivalent qualification in a technical field/built  
 environment with a minimum of 6 years post qualification experience. Valid  
 driver's license, Compulsory registration with the SACPCMP as a Professional  
 Construction Project Manager. Knowledge of Programme and Project  
 management. Project design and analysis; legal and operational compliance,  
 as well as the creation of a high-performance culture, Communication skills,  
 Problem-solving and analysis skills, Decision making skills, Conflict  
 management skills. Research and development. Strategic capability and  
 leadership. Financial management and Computer skills and well as negotiation  
 skills.

**DUTIES**

: Monitor the performance of Project Managers under his/her supervision,  
 Mentor, develop and offer technical support to improve performance, Manage  
 construction projects on his/her own, ranging from large-scale capital projects  
 to maintenance projects and service contracts, Ensure that the needs of clients  
 are well interpreted into manageable scopes of work, Procure the services of  
 the Built Environment professionals through stipulated supply chain  
 management processes, Coordinate the work of various professionals to  
 ensure the required design and documentation quality as well as delivery is in  
 accordance with project execution plans, Coordinate all internal resources  
 required to ensure the bidding process for appointment of contractors, Ensure  
 that appointed consultants manage the quality of work within their professional  
 scope and responsibility, Ensure that contractors timeously receive all relevant  
 specifications and details to construct, Adjudicate all applications of variation  
 orders and extensions of time, and make recommendations to the approving  
 authority within the Department, Process all interim monthly payments as per  
 the conditions of contract and in line with Government's commitment to pay  
 invoices timeously, Prepare and submit project information to be filed to the  
 Head of Directorate Secure all required funding for the projects through internal  
 set processes, Ensure that project information is filed appropriately for easy  
 access during audit, Cultivate a culture of good working relationships with  
 fellow colleagues within the Department, Adhere to conditions of Occupational  
 Health and Safety, Conduct research on new best practices of materials,  
 techniques and methods, Ensure delivery of projects within parameters of time  
 and cost to establish and promote effective relationships with clients, Provide  
 expert advice to the Department.

**ENQUIRIES**

: Mr D. Sewada Tel No: (012) 310 5399

**APPLICATIONS** : Pretoria Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag x 229, Pretoria, 0001 or Hand Deliver to AVN Building corner Andries and Skinner Street, Pretoria.

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

**POST 25/61** : **CHIEF CONSTRUCTION PROJECT MANAGER (GRADE A) REF NO: 2023/247**

**SALARY** : R1 146 540 per annum, (all-inclusive salary package), (OSD)  
**CENTRE** : Kimberley Regional Office  
**REQUIREMENTS** : Relevant B Degree or equivalent qualification in a technical field/built environment with a minimum of 6 years post qualification experience. Valid driver's license, Compulsory registration with the SACPCMP as a Professional Construction Project Manager. Knowledge of Programme and Project management. Project design and analysis; legal and operational compliance, as well as the creation of a high-performance culture, Communication skills, Problem-solving and analysis skills, Decision making skills, Conflict management skills. Research and development. Strategic capability and leadership. Financial management and Computer skills and well as negotiation skills.

**DUTIES** : Monitor the performance of project managers under his/her supervision. Mentor, develop and offer technical support to improve performance. Manage construction projects on his/her own, ranging from large scale capital projects to maintenance projects and service contracts. Ensure that the needs of the clients are well interpreted into manageable scopes of work. Procure the services of built environment professionals through stipulated supply chain management process. Coordinate the work of various professionals to ensure the required design and documentation quality as well as delivery is in accordance with the project execution plans. Coordinate all internal resources required to ensure the bidding process for appointment of contractors. Ensure that appointed consultants manage the quality of work within their professional scope and responsibility. Ensure that contractors timeously receive relevant specifications and details to contrast. Adjudicate all applications of variation orders and extensions of time, and make recommendations to the approving authority within the Department. Process all interim monthly payments as per conditions of contract and in line with the Government's commitment to pay invoices timeously. Prepare and submit project information to be filled to the Head of Directorate. Secure all required funding for the projects through 101 internal set processes. Ensure that project information is filled appropriately for easy access during audit. Cultivate a culture for good working relationships with fellow colleagues within the Department.

**ENQUIRIES** : Mr. S Cosa Tel No: (053) 838 5356  
**APPLICATIONS** : Kimberley Regional Office Applications: The Regional Manager, Department of Public Works and Infrastructure, Private Bag X5002, Kimberley, 8301 or Hand Deliver to 21-23 Market Square, Old Magistrate Building, Kimberley.

**FOR ATTENTION** : Ms. N Hlongwane

**POST 25/62** : **CHIEF WORKS MANAGER: MECHANICAL REF NO: 2023/248**

**SALARY** : R359 517 per annum  
**CENTRE** : Nelspruit Regional Office  
**REQUIREMENTS** : A three year tertiary qualification (NQF Level 6) in Mechanical Engineering plus Trade Test in Mechanical related field with relevant experience. Extensive knowledge of Occupational Health and Safety Act and Mechanical Engineering Regulations (i.e PER, LEPC, SANS 10400 etc) and PFMA. A valid driver's license is required. Registration or candidacy with a profession body in the built environment would be advantageous. Good verbal and written communication skills. Computer literacy. Good interpersonal skills. Good budgeting and estimating skills. Project management skills. Knowledge and understanding of the government procurement processes (SCM directives and circulars).

**DUTIES** : Manage day to day maintenance of mechanical equipment's. Facilitate effective project execution in terms of cost, quality and time in the state owned properties. Manage project costs and budgets. Conduct site inspections to ensure compliance with specifications set out by the department and laws. Ensure OHSA and regulations compliant. Assist in development of building programs and conduct conditional surveys and report regularly on the progress

thereof. Render a coordinated and professional service at all levels regarding the maintenance and management of DPWI clients. Update asset register.

**ENQUIRIES APPLICATIONS** : Mrs PN Bendlela Tel No: (013) 753 6361  
: Nelspruit Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X11280, Nelspruit, 1200. Physical Address: 30 Brown Street, Nedbank Building, 9th Floor, Nelspruit.

**FOR ATTENTION** : Mr E Nguyuza

**POST 25/63** : **CHIEF WORKS MANAGER: BUILDING REF NO: 2023/249**

**SALARY CENTRE REQUIREMENTS** : R359 517 per annum  
: Nelspruit Regional office  
: A three year tertiary qualification (NQF Level 6) in built management disciplines with extensive experience in the technical field, i.e. Plumbing and Structural or N3 plus trade test and 5-10 years in the building fields. Extensive knowledge of building regulations. Occupational health and safety act. Public finance management act. A driver's licence. Registration with a professional body in the built environment would be an advantage. Good verbal and written communication skills. Computer literacy. Good interpersonal skills. Good budgeting and estimating skills. Management and planning skills. Knowledge and understanding of the government procurement system.

**DUTIES** : Manage day-to-day Building maintenance project activities, to facilitate effective project execution in terms of cost, quality and time of existing state accommodation. Manage project cost estimates, monitor and control the process in line with the allocated day-to-day maintenance budget. Conduct site inspection to ensure compliance with specification set out by the department. Ensure compliance with OHSA. Assist in the development of building programmes and conditional surveys and report regularly and management on the progress thereof. Manage the budget. Render a coordinated professional service at all levels regarding the maintenance and management of DPW clients.

**ENQUIRIES APPLICATIONS** : Mrs PN Bendlela Tel No: (013) 753 6361  
: Nelspruit Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X11280, Nelspruit, 1200. Physical Address: 30 Brown Street, Nedbank Building, 9th Floor, Nelspruit.

**FOR ATTENTION** : Mr E Nguyuza

**POST 25/64** : **SENIOR ADMINISTRATION OFFICER: INTERIOR DESIGN (PRESTIGE) REF NO: 2023/250**  
(Re-Advertisement Applicant who previously applied are encouraged to re-apply)

**SALARY CENTRE REQUIREMENTS** : R359 517 per annum  
: Cape Town Regional Office  
: A three year tertiary qualification (NQF Level 6) in Interior Design or relevant qualification. Appropriate practical experience and design portfolio. Knowledge of the Government Provisioning administration system and tender administration. Computer skills. A valid driver's license.

**DUTIES** : Assist the Assistant Director. Execute interior design scheme presentations. Site inspections to sample board plan. Intensive client relations. Project planning and maintenance. Ensure that projects are run cost effectively without compromising quality, delivered on time as well as implementation of socioeconomic objectives of the Department. Compile and develop specification for quotations and tender documents. Quality control in both specifications and service delivery. Compile and check tender documents, supervise contractors. Supervise cash flow forecast, process contractor's payments and prepare monthly reports. Facilitate and check the payments. Keep abreast of the latest market trends, do market research on the latest product ranges and assist with sourcing service providers. Facilitate the day-to-day maintenance of the portfolio maintenance plan.

**ENQUIRIES APPLICATIONS** : Ms. B Manuel Tel No: (021) 402 2139  
: 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.

**FOR ATTENTION** : Ms. C Rossouw

**POST 25/65** : **SENIOR ADMINISTRATION OFFICER: LEGAL SERVICES REF NO: 2023/251**

**SALARY** : R359 517 per annum  
**CENTRE** : Polokwane Regional Office  
**REQUIREMENTS** : A three year tertiary qualification (NQF Level 6) in Administration/ Public Management or equivalent qualification and appropriate relevant working experience. Knowledge: Departmental processes; Office Administration; knowledge of the Framework for Supply Chain Management; knowledge of the prescripts of the Public Service Act and its regulations, Promotion of Access to Information act, Promotion of Administrative Justice Act, Public Finance Management Act. Skills: communication and writing skills, maintenance of confidentiality of information, computer literacy, interpersonal skills, diary management, organising and planning, time management. Personal Attributes: trustworthy, assertive, highly motivated, people oriented, ability to work effectively and efficiently under pressure, ability to work independently, ability to communicate at all levels, ability to meet deadlines whilst delivering excellent results.

**DUTIES** : Provide effective and efficient administrative support to the section, Legal Services. Maintain filing system electronically and manually; perform logis requests for stationery; drafting of formal standard correspondence to State Attorney and to other Sections; typing of contract agreements and correspondence for Legal Officers; perform office administration functions such as typing, making copies of litigation documents, provisioning of stationery etc.; attend to copying of bulky documents required by the Directorate; make accurate travel and accommodation arrangements; ensure the management, safeguarding and maintenance of the Directorate's assets.

**ENQUIRIES** : Mr M. Mokwetli Tel No: (015) 291-6470  
**APPLICATIONS** : Polokwane Regional Office Applications: The Regional Manager, Department of Public Works and Infrastructure, Private Bag X9469, Polokwane, 0700 or Hand deliver at 77 Hans van Rensburg Street, Sanlam Building- Ground Floor, Polokwane.

**FOR ATTENTION** : Mr N.J. Khotsa

**POST 25/66** : **ICT JUNIOR DEVELOPER REF NO: 2023/252**

**SALARY** : R359 517 per annum  
**CENTRE** : Head Office (Pretoria)  
**REQUIREMENTS** : A three year tertiary qualification (NQF Level 6) in Information Technology or related qualifications. Relevant working experience on System Analysis, System Development and Software Testing. Database understanding of Oracle, MS SQL, PostgreSQL and MySQL. Desirable knowledge and understanding of two or more of the following programming languages are required: C/C++, Visual Basic, C#. Java, XML, Angular and Jasper Reporting or any BI reporting tool. Knowledge and understanding Mobile Applications development. Knowledge of Business Process principle, practices, technique and tools. Knowledge and appreciation of business concept and requirements. Ability to develop and deliver presentation. Ability to create, compose and edit written materials. Knowledge of change management. Performance management. Ability to manipulate and analyse information to support decision making. Interpretation of policies, guidelines etc. Research, Analytical and Problem Solving on Business Systems and Technical Architecture. Risk Analysis. Service Delivery. Quality Assurance and Innovative. Planning and Organizing. Conduct JAD sessions. Good verbal and written communication. Ability to communicate at all levels. Creative and Independent person. A valid driver's license.

**DUTIES** : Organise and manage the activities of the Sub-Directorate. Ensure Information Technology Governance in the Public Sector through service level agreement (SLA's. Develop, maintain and implement policies and strategies pertaining to business processes and systems. Provide operational leadership with regard to business processes and systems. Provide advice on the interpretation and application of the Department's strategy on business processes and systems. Designing software solutions that meet business needs and technical requirements. Developing, testing, and deploying software applications. Collaborating with cross-functional teams, such as designers, business analysts, developers and project managers. Troubleshooting and resolving any issues or bugs that arise in existing systems. Participating in code reviews and

ensuring adherence to coding standards. Continuously monitoring and improving the performance of systems. Staying up-to-date with emerging technologies and trends in software development. Conducting research and providing recommendations for new tools or technologies that can improve the development process. Promote the utilisation of technology as key enablers for service delivery and transformation.

**ENQUIRIES** : Mr K Nekhumbe Tel No: (012) 406 1738  
**APPLICATIONS** : The Director-General, Department of Public Works and Infrastructure, Private Bag X65, Pretoria, 0001 or Hand delivered at, Corner Madiba (Vermeulen) and Bosman Street, Central Government Offices Building, Pretoria.  
**FOR ATTENTION** : Ms. N.P Mudau

**POST 25/67** : **ADMINISTRATION OFFICER: INVESTMENT ANALYSIS REF NO: 2023/253**

**SALARY** : R294 321 per annum  
**CENTRE** : Head Office (Pretoria)  
**REQUIREMENTS** : A three year tertiary qualification (NQF Level 6) in Administration or related qualifications with relevant experience. Be in possession of a valid driver's licence (Code 08). Knowledge of office management and administration. Skills: Time management, People management, Interpersonal and communication skills, Proven planning and organizational skills, Financial management and reconciliation skills. Excellent communication (written and verbal), Computer literacy and operating of MS Office Suite, Knowledge of LOGIS, BAS and Clickit will be an added advantage. Personal Attributes: Trustworthy, Dependable, Innovative, Hardworking, Analytical thinking, Ability to work under pressure, Self-motivated and Creative.

**DUTIES** : Perform office administrative activities. Administrate office correspondence, documents and reports. Liaise with stakeholders relevant to the office. Prepare documentation for meetings, agendas, minutes of meetings, presentations and reports. Procure office logistical requirements, Manage petty cash claims when necessary. Administrative Leave Arrangements. Manage the flow of information and documents in the office. Record incoming and outgoing mail, distribute to relevant managers and assist with tracking of documentation. Record incoming and outgoing mail, distribute to relevant managers and assist with tracking of documentation. Manage communication to and from the office. Process forms and documents related to claims, payments and invoices. Assist all members of the unit with travel arrangements and manage the approval and claim processes. Maintain the Commitment Register. Prepare that annual procurement plan. Monitor and Reconcile expenditure. Compile and submit budget reports. Indicate Budget adjustments as required and manage the process. Provide budget information to the manager and colleagues. Handle queries from PPM, KAM, Regional Offices, Project Managers and other User Departments. Project Support: receiving projects, copying, request for files to be opened at Registry, allocation, binding, project tracing, project reporting, deadline monitoring, support project managers in collecting data, scanning completed reports, filing completed reports.

**ENQUIRIES** : Director: Investment Analysis: Mr V Bedesi Tel No: (012) 406-2047  
**APPLICATIONS** : Head Office Applications: The Director-General, Department of Public Works, Private Bag X65, Pretoria, 0001 or Hand deliver at CGO Building, Corner Bosman and Madiba Street, Pretoria.

**FOR ATTENTION** : Ms. NP Mudau

**POST 25/68** : **ADMIN OFFICER: IAR GIS REF NO: 2023/254 (X2 POSTS)**  
(24 Months Contract)

**SALARY** : R294 321 per annum  
**CENTRE** : Head Office (Pretoria)  
**REQUIREMENTS** : A three-year tertiary qualification in Geographical Information Systems, Geo-Informatics, Geography, Science or Asset Management with relevant experience in GIS, Asset and Property Management. Experience in State land administration and verification of immovable assets (land and buildings) will be an added advantage. Computer literacy. Decision making skills. Negotiation skills. Excellent inter-personal skills and Communication skills. Good verbal and written communication skills. Ability to work under pressure and deadline driven.

**DUTIES** : Geographical referencing of administrative geographical data: Analysis, geocoding and editing of land and buildings information. Maintain GIS databases

and use GIS software to analyse the spatial and non-spatial information. Investigate, localize and spatially link the cadastral data to the IAR. Digitise building foot prints, measure extents, create virtual sites and merge properties using Quantum Geographic Information Systems (QGIS) to support the physical verification process. Convert various formats of data into GIS database format, such as text or spreadsheet files with latitude and longitude coordinates, aerial or satellite imagery and manual digitising of map images. Research and document suitable GIS concepts to assist in enhanced workflows. Support field workers with physical verification queries and challenges for field work purposes.

**ENQUIRIES** : Mr. M.T. Chauke Tel No: (012) 406 1144  
**APPLICATIONS** : Head Office Applications: The Director-General, Department of Public Works, Private Bag X65, Pretoria, 0001 or Hand deliver at CGO Building, Corner Bosman and Madiba Street, Pretoria.

**FOR ATTENTION** : Ms. NP Mudau

**POST 25/69** : **ARTISAN PRODUCTION GRADE A: WORKSHOP (ELECTRICAL) REF NO: 2023/255**  
 (Re-Advertisement Applicant who previously applied are encouraged to re-apply)

**SALARY** : R223 620 per annum, (OSD salary package)  
**CENTRE** : Cape Town Regional Office (Oudtshoorn)  
**REQUIREMENTS** : Completed apprenticeship and a trade test in Electrical engineering 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 three years relevant experience after Trade test. Valid driver's license (code 8/10). Computer literate, knowledge of Occupational Health and Safety Act, 85 of 1993. Must have the understanding of engineering drawings.

**DUTIES** : The successful candidate must be able to compile material list 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 compile 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 Occupational Health and Safety 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 & other Islands (Marion, Gough and Antarctica).

**ENQUIRIES** : MGL P Nova, Cell: (082) 699 9222, Mr. Stephens M, Tel No: (021) 402 2334, Mr. Mudau T, Tel No: (021) 402 2333

**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.

**FOR ATTENTION** : Ms. C Rossouw

**POST 25/70** : **ARTISAN PRODUCTION GRADE A: (PAINTING) WORKSHOP REF NO: 2023/256**  
 (Re-Advertisement Applicant who previously applied are encouraged to re-apply)

**SALARY** : R223 620 per annum, (OSD salary package)  
**CENTRE** : Cape Town Regional Office  
**REQUIREMENTS** : Completed apprenticeship and a trade test in Painting 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 three years relevant experience after Trade test. Valid driver's license (code 8/10). Computer literate, knowledge of Occupational Health and Safety Act, 85 of 1993. Must have the understanding of engineering drawings.

**DUTIES** : The successful candidate must be able to compile material list 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 compile 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 Occupational Health and Safety Act, 85 of 1993. The job involves a lot of travelling. It will be expected of the



**ENQUIRIES**

incumbent to climb ladders for inspection and maintenance on the government building & other Islands (Marion, Gough and Antarctica).  
:  
E. Ryklief Tel No: (021) 402 2163  
Mr. Stephens M Tel No: (021) 402 2334  
Mr. Mudau T Tel No: (021) 402 2333

**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.

**FOR ATTENTION**

: Ms. C Rossouw