

DEPARTMENT OF WATER AND SANITATION

CLOSING DATE
NOTE

- : 31 October 2025
- : Interested applicants must submit their applications via the online link <https://erecruitment.dws.gov.za/> Other related documentation such as copies of qualifications, identity document, driver's 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 in line with DPSA circular 19 of 2022. With reference to applicants bearing professional or occupational registration, fields provided in Part B on the online Z83 must be completed as these fields are regarded as compulsory. Failure to complete or disclose all required information will automatically disqualify the applicant. No late applications will be accepted. Shortlisted candidates will be subjected to suitability checks (SAQA verification, reference checks criminal and credit checks). SAQA evaluation certificate must accompany foreign qualifications (only when shortlisted). 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. Candidates will be required to complete a financial disclosure form and undergo security clearance. Foreigners or dual citizenship holders must provide a police clearance certificate from country of origin (only when shortlisted). 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. Faxed applications will not be considered. 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.
- ERRATUM:** Kindly take note that the post of Supply Chain Practitioner with Ref No: 241025/02 advertised in Public Service Vacancy Circular 37 dated 10 October 2025, the correct enquiry details is: Ms B Tjebane Tel No: (012) 741 7381

MANAGEMENT ECHELON

POST 38/130

- : **SUPPLY CHAIN CONTRACT PROFESSIONAL REF NO: 311025/01 (X2 POSTS)**
- : (5 Year Contract)
- : Branch: Financial Management Services

SALARY
CENTRE
REQUIREMENTS

- : R1 494 900 per annum (Level 14), (all-inclusive salary package)
- : Pretoria Head Office
- : A relevant tertiary qualification at NQF level 7. An NQF level 8 or 9 will serve as an added advantage. Professional procurement and SCM registration (e.g. MCIPS) or equivalent. Five (5) years of experience at a senior managerial level. Five (5) years' experience in infrastructure procurement and Supply Chain Management. The disclosure of a valid unexpired driver's license. Thorough knowledge of internationally recognized body of knowledge on best practice strategic infrastructure procurement and SCM. Full knowledge of all applicable SCM regulations and guidelines in South Africa. Proven ability to drive change in a complex environment and ensure implementation of the Department's procurement strategies. Framework for managing performance information. Business strategy transaction and alignment. Problem solving and analysis. People and diversity management. Client orientation and customer focus. Excellent communication skills both (verbal and written). Accountability and ethical conduct.

DUTIES

- : Develop and provide guidance in the implementation of appropriate infrastructure procurement strategies. Identify and implement measures across the SCM value chain to ensure that all SCM for the Department's construction

unit consisting of more than 3000 employees is sufficiently effective and efficient for the construction unit. Provides expert procurement advice, guidance and recommendations to meet the procurement needs of the Department. Works closely with all the line managers to ensure Departmental procurement needs are met. Lead and manage the sourcing process in the Department. Manages all sourcing activities in the Department by analysing requirements, developing selection tools and methods that maximize chances to find best source of procurement and directs the work of evaluation committee. Provides contracting expert advice and recommendations on contract drafting and contract lifecycle management. Monitor and review progress of contractual agreements, coordinates contract extension or renewal, and as appropriate, reviews invoices, and resolves any problems that arise. Provides advice to the department on the proper use of the various systems used for procurement activities. Provides guidance and recommendations on the design of training sessions on the various systems to educate the Department on the proper use of those systems.

ENQUIRIES : Mr F Moatshe Tel No: (012) 336 7647
APPLICATIONS : All applications to be submitted online on the following link:
<https://erecruitment.dws.gov.za/>

OTHER POSTS

POST 38/131 : **CHIEF ENGINEER GRADE A REF NO: 311025/02**
 Branch: Infrastructure Management: Central Operations
 Dir: Operations Central

SALARY : R1 266 450 - R1 446 921 per annum, (all-inclusive OSD salary package). Note: This appointment will be made on the minimum notch of the salary range, however, a higher notch within the salary range of Grade A will be considered based in relation to the provisions of the Public Service Regulation 2016 as amended, i.e. provision of the candidate's current salary advice.

CENTRE : Bloemfontein
REQUIREMENTS : An Engineering Degree (B Eng / BSc (Eng)) or relevant qualification. Six (6) years post qualification experience. Compulsory registration with the Engineering Council of South Africa (ECSA) as a Professional Engineer. The disclosure of a valid unexpired driver's license. Experience in programme and project management. Engineering design and analysis knowledge. Understanding of research and development. Excellent computer-aided engineering applications. Technical consulting. Engineering, professional judgment and responsiveness. Good communication skills both (verbal and written). Planning, organizing, negotiation, people, conflict, and changing management skills. Team leader and decision maker. Financial management skills.

DUTIES : Manage the area office in the Central Operations directorate. Implementation of Water Resource. Infrastructure operations. Medium-to-long-term plans to ensure the continuation of service delivery. Short-term plan to schedule tasks for efficient operations and maintenance. Effective dam safety practices and emergency preparedness plans. Emergency plans for any emergency situation that may jeopardize lives and equipment in the area office. Maintenance and betterment plans, including general maintenance and related facilities. Provide leadership and directions as well as be responsible for facilities for financial management and corporate support in the Cluster Office. Prepare and manage the Area office budget. Manage and control state-owned land and facilities related to water resource infrastructure. Ensure monitoring and evaluation of Cluster Office activities as well as reporting thereon., financial management administration, people management and technical staff development. Promote good stakeholder relations and ensure a customer-focused service delivery related to water resources.

ENQUIRIES : Mr. N Buthelezi Tel No: (012) 741 7302
APPLICATIONS : All applications to be submitted online on the following link:
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NOTE : Shortlisted candidates will be subjected to do practical test.

<u>POST 38/132</u>	:	<u>ENGINEER PRODUCTION GRADE A-C REF NO: 311025/03 (X2 POSTS)</u> Branch: Infrastructure Management Dir: Civil Engineering Sub-Directorate: Open Channel Systems
<u>SALARY</u>	:	R879 342 – R1 323 267 per annum, (all-inclusive OSD salary package), (Offer will be based on proven years of experience)
<u>CENTRE</u>	:	Pretoria Head Office
<u>REQUIREMENTS</u>	:	A Civil Engineering Degree (B.Eng / BSc.Eng). Three (3) years post-qualification engineering experience relevant to Water Engineering. Registration with Engineering Council of South Africa (ECSA) as a Professional Engineer (Pr.Eng) is a requirement. The disclosure of a valid, unexpired driver's license is also required, as site visits and travel form part of the job description. Competency and experience in the implementation of civil engineering projects, as well as the design of hydraulic structures and water conveyance systems, is essential. A strong background in Water Engineering is essential, while experience in Geotechnical Engineering, Structural Engineering, and Project Management will be considered advantageous. Proficiency in the following computer-aided design software packages will also be an added advantage: Hec-RAS, AutoCAD, AutoCAD Civil 3D, ArcGIS, Prokon, and Slide. Additional competencies and knowledge include engineering design and analysis, legal compliance, computer-aided engineering applications, project management, strategic capability and leadership, financial management skills, and excellent communication skills (verbal and written).
<u>DUTIES</u>	:	Plan and design civil engineering projects. Develop tender specifications. Perform reviews, approvals, and audits of engineering designs in line with established design principles, theories, and standards. Supervise engineering work and processes. Optimise design and cost-effectiveness of open channel projects, including risk management. Evaluate, edit, and authorise all designs, reports, engineering drawings, and specifications. Manage resources by preparing and consolidating inputs for effective utilisation. design of service roads, sub-soil drains, hydraulic structures, pump houses, chutes, retaining walls, embankments, bridges, super-passages, berms, and boundary fences etc Manage consulting engineers and/or contractors, including contract administration and resolution of claims. Mentor and train Candidate Engineers and Technicians. Manage administrative, financial, and personnel-related functions.
<u>ENQUIRIES</u>	:	Mr. HH Luttig Tel No: (012) 336 8095
<u>APPLICATIONS</u>	:	All applications to be submitted online on the following link: https://erecruitment.dws.gov.za/
<u>POST 38/133</u>	:	<u>ENVIRONMENTAL OFFICER PRODUCTION GRADE A – C REF NO: 311025/04</u> Branch: Regulation Compliance and Enforcement Dir: Compliance Monitoring Sd: Stream Flow Reduction Activities
<u>SALARY</u>	:	R343 842 - R586 665 per annum, (OSD), (Offer will be based on proven years of experience)
<u>CENTRE</u>	:	Pretoria Head Office
<u>REQUIREMENTS</u>	:	A National Diploma in Environmental Management or Natural Sciences. Experience in compliance monitoring activities for SFRA related activities will serve as an added advantage. The disclosure of a valid unexpired driver's license. Good computer literacy and writing skills. Good communication skills both written and verbal. Knowledge and understanding of water and environmental legislation (National Water Act 1998, National Environmental Management Biodiversity Act, 2004, and related legislation. Knowledge of compliance monitoring with an understanding of prevailing principles of Integrated Water Resource Management, water resource protection and Catchment Management. Knowledge of GIS. Willingness to travel extensively and work irregular hours.
<u>DUTIES</u>	:	Provide technical guidance in the development and implementation of regulatory policies and strategies, procedures and guidelines for compliance monitoring for Stream Flow Reduction Activities (SFRA). Promote and continuously improve effective compliance monitoring of water users within SFRA fraternity. Conduct compliance monitoring for SFRA related water uses

		against conditions and obligation attached to water use authorisations. Conduct oversight assessment for compliance monitoring of SFRA related activities, coordinate and provide capacity building internally and externally, Liaise with Enforcement unit to ensure that non-compliances are dealt with successfully. Promote and establish partnerships for effective compliance monitoring with other Regulatory Authorities and the regulated community. Assist in the development and continuously improvement of Standard Operating Procedures, Guidelines and Business Processes for SFRA.
<u>ENQUIRIES</u>	:	Mr Siboniso Mkhaphi Tel No: (012) 336 8048
<u>APPLICATIONS</u>	:	All applications to be submitted online on the following link: https://erecruitment.dws.gov.za/
<u>POST 38/134</u>	:	<u>PERSONAL ASSISTANT (X2 POSTS)</u> Branch: Infrastructure Management: Head Office, Cd: Water Resource Infrastructure Operations and Maintenance Branch: Finance (Wte) Cd: Dir: Revenue Management
<u>SALARY</u>	:	R325 101 per annum (Level 07)
<u>CENTRE</u>	:	Pretoria Head Office: Infrastructure Management: Head Office Ref No: 311025/05 Finance WTE Ref No: 311025/06
<u>REQUIREMENTS</u>	:	A Secretarial Diploma or equivalent qualification. Three (3) to five (5) years 'experience in rendering a support service to Senior Management. Excellent computer literacy skills. Advanced proficiency in Microsoft Office suite. Good office management skills and knowledge of administrative procedures. Sound organizational skills. Good people skills. High level of reliability. Ability to act with tact and discretion. Ability to research and analyse documents and situations. Good grooming and presentation skills. Self-management and motivation. Knowledge of dispute resolution process. Knowledge of basic financial management. People and Diversity management. Problem solving and Analysis. The successful candidate must be highly reliable, self-motivated, flexible, creative, client and customer focused. Remains up to date regarding the prescripts, policies and procedures applicable to her / his work terrain to ensure efficient and effective support to the manager. Excellent communication skills (verbal and written). Good accountability and ethical conduct.
<u>DUTIES</u>	:	Provide a secretarial / receptionist support service to the manager. Implement administrative procedures for the component. Receive telephone calls and visitors on behalf of the manager. Implement policies and procedures. Engage supplier regarding purchased materials. Develop implementation plan. Ensure that financial procedures are observed in the section. Compile monthly reports and present to the managers. Do early warning systems. Liaise with travel agencies to make travel arrangements for the DDG office. Arrange meetings and events for the manager and staff in the unit. Process all invoices that emanate from the activities of the work of the manager including the travel and subsistence claims for the unit. Draft routine correspondence and reports including records of basic minutes of the meetings of the manager where required. Administer matters like leave registers and telephone accounts and proper filing of documents. Receive, record and distribute all incoming and outgoing documents. Collect all relevant documents to enable the manager to prepare for meetings. Provide feedback on identified administrative gaps. Provide records on goods and services procured and handle all the procurement items for the office.
<u>ENQUIRIES</u>	:	Ms N Ndumo Tel No: (012) 741 7302 (Infrastructure Management: Head Office)
		Ms S Ndhlovu Tel No: (012) 336 7981 (Finance WTE)
<u>APPLICATIONS</u>	:	All applications to be submitted online on the following link: https://erecruitment.dws.gov.za/