

DEPARTMENT OF WATER AND SANITATION

CLOSING DATE : 13 March 2026

NOTE : 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 DPSSA 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. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. 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.

MANAGEMENT ECHELON

POST 07/79 : **CHIEF DIRECTOR: HUMAN RESOURCES MANAGEMENT REF NO: 130326/01**

(Re-advertisement, applicants who have previously applied may re-apply)
Branch: Corporate Support Services Cd: Human Resource Management

SALARY : R1 494 900 per annum (Level 14) (All-inclusive salary package)

CENTRE : Pretoria (Head Office)

REQUIREMENTS : An Undergraduate qualification in Human Resource Management or related field at (NQF level 7) as recognized by SAQA. Five years of experience at senior managerial level in a Human Resource value chain. Extensive work experience in a complete range of Human Resources functions and environment (Human Resource Planning and Recruitment, Employee Relations, Human Resource Performance and Development, Human Resource Administration and Employee Health Wellness at Senior Management Level) and all regulatory frameworks and HR prescripts. Understanding of strategic capability and leadership. Knowledge of programme and project management. Understanding finance, change and knowledge management principles. Planning and organizing skills. Service delivery and innovation. 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 : Lead the management of the provision of human resource administration services. Oversee the accurate and timely management of HR records payroll administration, benefits management and compliance with labour regulations. Oversee the planning and talent management of the workforce. Lead the development and execution of workforce planning strategies to ensure the

organization attracts, develops, and retains top talent. Lead the provision of employee health and wellness programmes. Monitor the effectiveness of wellness programmes and make recommendations for continuous improvement. Oversee the rendering of employee relations services. Lead the resolution of employee conflicts, grievances, and disciplinary issues in accordance with organizational policies and legal requirements. Lead the management of human resource development and professional capacity. Oversee the identification of skill gaps and the creation of targeted development plans to build the workforce's professional capacity. Lead and oversee the Learning Academy in the department by ensuring the execution of proper training and skills development. Promote and implement the framework on professionalization in the public sector. Management of human and financial resources in the chief directorate.

ENQUIRIES : Ms N Fundakubi, Tel No: (012) 336 8197
APPLICATIONS : All applications to be submitted online on the following link:
<https://erecruitment.dws.gov.za/>

POST 07/80 : **CHIEF DIRECTOR: PROVINCIAL OPERATIONS REF NO: 130326/02**
 Branch: Water And Sanitation Services Management Ec Cd: Provincial Operations Eastern Cape

SALARY : R1 494 900 per annum (Level 14) (All-inclusive salary package)
CENTRE : King William's Town
REQUIREMENTS : A Bachelor's degree in Natural Sciences or Environmental / Agriculture / Engineering / Economic Science or Hydrology at NQF 7. An NQF 8 qualification in Natural or Social Science / Scientific Environment / Financial Management or equivalent will be an added advantage. Eight (8) to ten (10) years' experience in Water and Sanitation and related environment of which five (5) years must be on a Senior Management level. The disclosure of a valid unexpired driver's license. Understanding of Water and Sanitation Engineering and river systems (dams, rivers, pumps). Understanding of practical engineering principles. Knowledge of project and programme management. Knowledge of Human Resources Management. Knowledge of industrial relations. Understanding of procurement. Knowledge of National Water Act and Water Services Act of 1998 and related legislation. Understanding of policy and strategy development.

DUTIES : Ensure that basic water and sanitation service delivery are met within the province. Manage sector collaboration and intergovernmental relations. Lead, direct and manage the Provincial Offices. Provision of support to the DDG's, DG, Deputy Minister and Minister. Manage special programmes and institutional development. Effective Human Resources Management.

ENQUIRIES : Ms G Matshego, Tel No: (012) 336 7858
APPLICATIONS : All applications to be submitted online on the following link:
<https://erecruitment.dws.gov.za/>

POST 07/81 : **DIRECTOR: WATER INFORMATION INTEGRATION REF NO: 130326/03**
 Branch: Water Resources Management, Cd: National Water Resource Information Management

SALARY : R1 266 714 per annum (Level 13) (All-inclusive salary package)
CENTRE : Pretoria Head Office
REQUIREMENTS : A Bachelor's degree at NQF level 7 in Science or Engineering. A master's degree and Professional registration with Engineering Council of South Africa (ECSA) or South African Council of Natural Scientific Professions (SACNASP) will be an added advantage. At least five (5) years' experience in middle/senior management services. Knowledge and practical experience in water resources management. Strategic capability and leadership. Good communication skills. Excellent computer skills. Planning and organising, people management, conflict management, negotiation, and change management skills. Experience in programme, project management, and financial management skills. Knowledge management, service delivery innovation (SDI). Empowerment, client orientation, and customer focus skills.

DUTIES : Lead the development and maintenance of the National Integrated Water Information System (NIWIS). Lead the review, establishment, and maintenance of national water monitoring governance structures. Coordinate, implement, and support mechanisms to disseminate water and sanitation information and knowledge products. Develop and review water monitoring strategies, policies, and implementation plans. Coordinate the assessment and application of integrated water resource catchment modelling methodologies. Lead the

establishment and maintenance of structures and processes, and the production of the national state of water report. Oversee the coordination of integrated catchment studies. Lead the establishment and maintenance of the secretariat of the South African National Committee for UNESCO Intergovernmental Hydrological Programme (IHP). Lead the establishment and maintenance of stakeholder relationships and institutional cooperation in water and sanitation information management. Lead the provision of knowledge and expertise to support all levels of government and international stakeholders in understanding and solving the critical water and sanitation challenges. Lead the implementation and maintenance of reporting structures and processes to support programme and project management within the National Water Resource Information Management environment. Lead the development and implementation of financial models within the National Water Resource Information Management environment. Lead and champion the digital transformation of water and sanitation monitoring systems.

ENQUIRIES : Dr Moloko Matlala. Tel No: (012) 336 7860
APPLICATIONS : All applications to be submitted online on the following link:
<https://erecruitment.dws.gov.za/>

OTHER POSTS

POST 07/82 : **ENGINEER PRODUCTION GRADE A – C REF NO: 130326/04 (X2 POSTS)**
 Branch: Water And Sanitation Services Management: Ec Cd: Provincial
 Operations: Eastern Cape: Dir: Infrastructure Development Maintenance

SALARY : R879 342 – R1 323 267 per annum (OSD) (Offer will be based on proven years of experience)

CENTRE : King Williams Town

REQUIREMENTS : A Civil Engineering Degree (B Eng/ BSc) qualification. Three (3) years post qualification engineering experience in water services infrastructure development. Compulsory registration with Engineering Council of South Africa (ECSA) as a Professional Engineer. The disclosure of a valid unexpired driver's license. Knowledge of contract, project and financial management. Knowledge and understanding of operation and maintenance for Water Services Infrastructure. Computer literacy (MS Word, MS Excel, MS Power Point and MS Outlook). Understanding of the National Water Act, Water Services Act, National Environmental Management Act, Public Service Regulations Act, Division of Revenue Act (DoRA) and the Public Finance Management Act (PFMA). Good communication skills both (verbal and written) and the ability to communicate with all sector departments and other institutions. Must be able to work independently, be self-motivated and reliable.

DUTIES : Provide assistance in the design systems, structures and installation of water services related infrastructure. Support the comprehensive planning in water services infrastructure development. Manage multifaceted projects in the technical investigation, development and refurbishment of water services infrastructure. Provide assistance and support in administration. Inspect, test equipment, infrastructure, systems, and installations including the preparation of reports of the findings. Identify, review and comment on operation and maintenance plans of water services infrastructure in the region. Compile, review and comment on the contract documentation proposals, bill of quantities and tenders. Coordination of the water services planning in the region. Manage financial allocations to projects and programs. Provide technical engineering support, guidance and advice to junior personnel, consultants, contractors and water service authority's (WSA). Support functional areas to arrange supply chain management, human resources management and financial needs.

ENQUIRIES : Mr Z Nonjuzana, Tel No: (043) 604 5414
APPLICATIONS : All applications to be submitted online on the following link:
<https://erecruitment.dws.gov.za/>

POST 07/83 : **DEPUTY DIRECTOR: RISK MANAGEMENT REF NO: 130326/05**
 Branch: Director-General Dir: Risk Management

SALARY : R896 436 per annum (Level 11) (All-inclusive salary package)

CENTRE : Pretoria Head Office

REQUIREMENTS : An undergraduate qualification in Risk Management/ Auditing / Finance / Accounting/ at NQF level 7. Affiliation with risk management professional body and a valid unexpired driver's license. Post graduate qualification in risk

management and a certification in risk management will be an added advantage. A minimum of Five (5) years risk management experience of which (3) years must be at supervisory level (ASD). Knowledge and understanding on Public Finance Management Act (PFMA), Treasury Regulations, Public Sector Risk Management Framework, human resource and management legislation, policies, practices and procedures. Understanding of the risk management best practices (ISO, COSO) and King Principles. Understanding of departmental policies and procedures. Knowledge of government financial systems. Principles and practice of financial accounting. Framework for managing performance information. Business strategy transaction and alignment. Problem solving and analysis. People and diversity management. Client orientation and customer focus. Good communication skills both (verbal and written). Accountability and ethical conduct.

DUTIES : Develop risk management strategies, systems (methodologies, models, and tools etc), policies and annual risk management plan. Manage, implement, review and improve the risk management framework. Facilitate the institutionalisation risk management. Promote and institutionalize risk awareness culture and compliance in the department. Coordination of the risk management committees' meetings. Reporting to the risk management committees.

ENQUIRIES APPLICATIONS : Ms R Tema, Tel No: (012) 336 8759
: All applications to be submitted online on the following link: <https://erecruitment.dws.gov.za/>

POST 07/84 : **ASSISTANT DIRECTOR: SYSTEMS ADMINISTRATOR, ICT INFRASTRUCTURE AND CLOUD SERVICES REF NO: 130326/06**
Branch: Corporate Support Services Dir: Infrastructure And Operations

SALARY CENTRE REQUIREMENTS : R468 459 per annum (Level 09)
: Pretoria Head Office
: A relevant NQF level 6 qualification in Information Technology. HP/3Com networking, A+ and N+ certificate. Five (5) years with supervisory experience in WAN and LAN administration. Knowledge in information and communication technology. Knowledge of HP/3Com networking. Knowledge at Cisco networking. Knowledge of information security protocols. Knowledge of techniques and procedures for the planning and execution of IT operations. Problem solving and analysis. Knowledge in customer relations. Understanding of public financial management act (PFMA), Public Service Act and regulation. Understanding of government legislation. Knowledge of IT regulations, practice notes, circulars and policy frameworks. Understanding of public supply chain management models and processes. Knowledge of contract management. Knowledge of analytical procedures. Understanding delegation authority. Understanding framework for managing performance information. Knowledge of business strategy transactions and alignment. Good communication skills both (verbal and written). Understanding of project and programme management. Client orientation and customer focus. Accountability and ethical conduct. Problem solving and analysis. People and diversity management. Good communication skills both (verbal and written).

DUTIES : Administer, configure, and maintain WAN (Wide Area Network) and LAN (Local Area Network) systems to ensure optimal performance in DWS head office and across all DWS Regional offices. Manage HP/3Com and Cisco networking equipment, including routers and switches. Conduct regular network performance analysis and troubleshooting to resolve connectivity issues. Implement proactive measures to prevent recurring network problems. Provide user support, network management and network monitoring. WAN and LAN research, planning, design and implementation.

ENQUIRIES APPLICATIONS : Mr T Diradingwe, Tel No: (012) 336 8466
: All applications to be submitted online on the following link: <https://erecruitment.dws.gov.za/>

POST 07/85 : **PERSONAL ASSISTANT REF NO: 130326/07**
Branch: Provincial And Entity Governance And International Cooperation

SALARY CENTRE REQUIREMENTS : R325 101 per annum (Level 07)
: Pretoria Head Office
: 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.

DUTIES

: 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.

ENQUIRIES

: Mr V Molatana, Tel No: (012) 336 8610

APPLICATIONS

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