

DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE

The Department of Public Works and Infrastructure 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** : 10 April 2026 at 16H00
- NOTE** : Applications must be submitted on the prescribed Z83 application form (obtainable from any Public Service Department or on the DPWSA website link: <https://www.dpsa.gov.za/newsroom/psvc/>, which must be signed, initialled and dated by the applicant, and must be accompanied by a detailed curriculum vitae (CV) only. Candidates are not required to submit certified copies of qualifications and related documents on application. Only shortlisted candidates will be required to submit certified copies of qualification and other related documents on or before the date of interview, which should not be older than six months. Should an application be submitted using incorrect/old Z83 application form, such an application will be disqualified. Further take note of the following on completion of Z83 application form: PART A and PART B must be fully completed. PART C - PART G: Noting that there is a limited space provided applicants may refer to CV or indicate. This will be acceptable as long as the CV has been attached and provides the required information. Page 1 of the Z83 application form must be initialled and page 2 signed and dated by the applicant. Failure to comply with the above instructions may result in an application being disqualified. Applicants applying for more than one advertised post must submit separate Z83 application forms and CVs in respect to each post being applied for. Should an application be received where an applicant has applied for more than one posts on the same Z83 application form, the applicant will be considered for the first post indicated on the Z83 application form only. Applications will be received via post/courier services, hand deliveries or email. Late applications will not be considered. Regulation 57 (c) and 67 (9) of the Public Service Regulations 2016, as amended, requires the executive authority to ensure that he or she is fully satisfied of the claims being made and the finalisation of Personnel Suitability Checks in order to verify claims and check the candidate for purpose of being fit and proper for employment, respectively. Shortlisted candidates must be willing to undergo normal vetting and verification processes. Note: It is the responsibility of all applicants to ensure that foreign qualifications are evaluated by SAQA. Due to large volume of responses anticipated, receipt of applications will not be acknowledged, and correspondence will be limited to shortlisted candidates only. Should you not have heard from us within three months from the closing date, please regard your application as unsuccessful. Entry level requirements for SMS posts: in terms of the Directive on Human Resource Management and Development on Public Service Professionalisation Volume 1 a requirement for appointment into SMS posts is the successful completion of the Senior Management Pre-Entry programme as endorsed by the National School of Governance (NSG). The course is available at the NSG under the name Certificate for entry into SMS and the full details can be obtained by following the below link: [https://www.thensg.gov.za/training_course /sms-pre-entry programme/](https://www.thensg.gov.za/training_course_sms-pre-entry_programme/). 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. Note: For emailed applications, please submit A Single PDF document or one Attachment per application to the email address designated on the specific position. Kindly note that the emailed applications and attachments should not exceed 15MB. It remains the candidate's responsibility to ensure that their application is successfully submitted using the required single pdf document.

OTHER POSTS

POST 10/287 : **CHIEF ENGINEER: CIVIL (PROFESSIONAL SERVICES) (GRADE A) REF NO: 2026/113**

SALARY : R1 266 450 per annum, (all-inclusive salary package), (total package to be structured in accordance with the rules of the OSD)

CENTRE : Pretoria Regional Office

REQUIREMENTS : Engineering Degree (B Eng/BSc (Eng) in Civil Engineering or relevant. Compulsory registration as a Professional Engineer (Pr Eng.) with the Engineering Council of South Africa. A minimum of 6 years' post qualification experience. A valid driver's license and the ability/willingness to travel are essential. Extensive experience in various fields of civil engineering which includes but not limited to geotechnical investigations and designs; water engineering (design and construction of: bulk water services, connector infrastructures, reticulation systems, water reservoirs, wastewater and water treatment works); and construction materials. Experience in traffic and transportation engineering will be an added advantage. Exposure to the four main contracts used in the civil engineering industry. Good understanding of the CIDB standard for uniformity and the standard professional services contract. Knowledge of the Infrastructure Delivery Management System (IDMS). Good communication skills. Excellent technical report writing and presentation skills are required. Innovative problem-solving ability and ability to work independently at strategic, production and execution levels. Applied knowledge of all relevant Built Environment legislative/regulatory requirements of National and International standards. Experience in managing and leading junior engineers, technicians, technologist and engineering candidates. (Postgraduate qualification will be an added advantage).

DUTIES : Technical specification and evaluation of professional service providers' and contractors' bids. Review and acceptance of the professional service provider's concept and detailed designs. Assist in compilation of tender documentation. Conduct technical inspections and integrity surveys on various civil engineering assets. Compilation of technical justifications to initiate new projects. Compilation of business cases to justify funds for new projects. Conduct quality control over the work of consultants and contractors during the execution phase of projects. Assist project managers in resolving technical disputes arising at different stages of projects. Review and audit final professional civil engineering accounts. Accept responsibility for the development, implementation, review and regular updating of standardised civil engineering practice manuals for the Department. Undertake detail design, documentation and implementation of minor projects. Engage with client departments and stakeholders on technical matters. Provide mentorship and supervision to candidate engineers, technologists and technicians.

ENQUIRIES : Mr L Ngobeni Tel No: (012) 492 3470/Mr T Masina Tel No: (012) 310 5254
APPLICATIONS : Pretoria Applications: The Regional Manager, Department of Public Works Private Bag X229, Pretoria, 0001 or 251 Nana Sita AVN Building, Cnr Thabo Sehume and Nana Sita Streets Pretoria or email to: RecruitPTA26-17@dpw.gov.za

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

POST 10/288 : **CHIEF ENGINEER: STRUCTURAL (PROFESSIONAL SERVICES) (GRADE A)**

SALARY : R1 266 450 per annum, (all-inclusive salary package), (Total package to be structured in accordance with the rules of the OSD)

CENTRE : Pretoria Regional Office Ref No: 2026/114A (X1 Post)

Cape Town Regional Office Ref No: 2026/114B (X1 Post)

REQUIREMENTS : Engineering Degree (B Eng/BSc (Eng) in Civil Engineering or relevant. Compulsory registration as a Professional Engineer (Pr Eng.) with the Engineering Council of South Africa. A minimum of 6 years' post qualification experience. A valid driver's license and the ability/willingness to travel are essential—Extensive experience in the field of structural engineering which includes but not limited to: design and construction of concrete structures (such as industrial, residential and office building; water and wastewater treatment works, bridges, dams etc.); Steel structures (such as industrial and office buildings) and masonry structures. Experience in the interpretation of

geological information and data obtained from geotechnical investigations and the application thereof in the design of building foundations. Exposure to the four main types of contracts used in the civil engineering industry. Good understanding of the CIDB standard for uniformity. Knowledge of the Standard for Infrastructure Delivery and Procurement Management (SIPDM). Good communication skills. Excellent technical report writing and presentation skills are required. Innovative problem-solving ability and ability to work independently at strategic, production and execution levels. Applied knowledge of all relevant Built Environment legislative/regulatory requirements of National and International standards (ISO/SANS), the Water Act, the Water Services Act, and the OHS Act is required. A valid driver's license (minimum code B) and the ability/willingness to travel are essential. Experience in managing and leading junior engineers, technicians, technologist and candidates. (Postgraduate qualification will be an added advantage).

DUTIES : Technical evaluation of professional service providers' and contractors' bids. Review and acceptance of the professional service provider's concept and detailed design. Assist in compilation of tender documentation. Conduct technical inspections and integrity surveys on various structural/ civil engineering assets. Conduct quality control over the work of the consultant and the contractor during the execution phase of the project. Assist project managers in resolving technical disputes arising at different stages of the project. Review and audit final professional structural/ civil engineering accounts and construction contract final accounts. Accept responsibility for the development, implementation, review and regular updating of standardized structural/ civil engineering practice manuals for the Department. Undertake detail design, documentation and implementation of minor projects. Provide mentorship and supervision to candidate engineers, technologists and technicians.

ENQUIRIES : Pretoria: Mr L Ngobeni Tel No: (012) 492 3470/Mr T Masina Tel No: (012) 310 5254

Cape Town: Ms T Kolele Tel No: (021) 402 2063
APPLICATIONS : **Pretoria Applications:** The Regional Manager, Department of Public Works Private Bag X229, Pretoria, 0001 or 251 Nana Sita AVN Building, Cnr Thabo Sehume and Nana Sita Streets Pretoria or email to: RecruitPTA26-18@dpw.gov.za For Attention: Ms K. Tlhapane/ Ms MC. Lekganyane
Cape Town 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 or email to: RecruitCPT26-27@dpw.gov.za For Attention: Ms. C Rossouw

POST 10/289 : **CHIEF CONSTRUCTION PROJECT MANAGER (GRADE A)**

SALARY : R1 266 450 per annum, (all-inclusive salary package), (Total package to be structured in accordance with the rules of the OSD)

CENTRE : Cape Town Regional Office Ref No: 2026/115A (X2 Posts)
 Bloemfontein Regional Office Ref No: 2026/115B (X1 Post)
 Head Office Ref No: 2026/115C (X1 Post)

REQUIREMENTS : A National Higher Diploma (Built Environment Field)/ B-Tech (Built Environment Field)/ Honours Degree in any Built environment field with a minimum of six (6) years post qualification experience. A valid driver's license. Compulsory registration with the SACPCMP as a Professional Construction Project Manager on appointment. Knowledge of programme and project management, project design and analysis, legal and operational compliance, as well as the creation of high-performance culture. Communication, problem solving, analytical, decision making and conflict management skills also are critical.

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 contracts. Adjudicate all applications of variation orders and extensions of time and make recommendations to the approving authority within the Department. Process all monthly interim 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 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

: Cape Town Ms T Kolele Tel No: (021) 402 2063
 Bloemfontein Ms. P Zweni at (067) 414 3135
 Head Office, Mr B Mokhothu Tel No: (012) 406 1741

APPLICATIONS

: **Cape Town Applications:** Cape Town Regional Office Applications: The Regional Manager, National Dept of Public Works, Private Bag X9027, Cape Town, 8000 or hand delivered to Ground-floor, Customs House Building, Foreshore, Lower Heerengracht Street, Cape Town or email to: RecruitCPT26-28@dpw.gov.za For Attention: Ms C Rossouw NOTE: People with disabilities are encouraged to apply.

Bloemfontein Applications: Bloemfontein Regional Office: The Regional Manager, Department of Public Works, P/Bag X 20605, Bloemfontein, 9300 or Hand Delivered to 18 President Brandt Street Bloemfontein 9300 or email to: RecruitBLOEM26-10@dpw.gov.za For Attention: Mr D Manus

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 or email to: Recruitment26-28@dpw.gov.za For Attention: Ms NP Mudau

POST 10/290

: **CHIEF ENGINEER: ELECTRICAL (GRADE A) REF NO: 2026/116**

SALARY

: R1 266 450 per annum, (all-inclusive salary package), (Total package to be structured in accordance with the rules of the OSD)

CENTRE

: Cape Town Regional Office

REQUIREMENTS

: Engineering degree (B Eng/ BSC (Eng) or relevant qualification; 6 years post qualification experience as an Engineer in Building Services Environment; compulsory registration with ECSA as professional Engineer. Valid drivers' license; Project Management; Electrical Engineering. Electrical Engineering. Electrical Engineering best practice; Project Management; Extensive knowledge of all electrical engineering aspects of the building and construction environment; Public Finance Management Act; Occupational Health and Safety Act; Supply Chain Management; Contract Management. Ability to undertake critical review/analysis and provide technical advice; Ability to maintain integrity of confidential information; Financial administration; Effective verbal communication; Advanced technical report writing; Numeracy; Computer Literacy; Planning and Organising; Relationship management; Programme and project management; Interpersonal and diplomacy skills; Problem solving; Decision making; Motivational skills; Conflict resolution; Negotiation skills. Analytical thinking; Innovative; Creative; Solution orientated; Ability to work under stressful situations; Ability to communicate at all levels; People oriented; Trustworthy; Assertive; Hard-working; Ability to work independently. Prepared to travel; willing to adapt to working schedule in accordance with office requirements.

DUTIES

: Engineering design and analysis effectiveness; Perform final review and approvals or audits on new engineering designs according to design principles or theory; Co-ordinate design efforts and integration across disciplines to ensure seamless integration with current technology; Pioneering of new engineering practices and management methods. Maintain engineering operational effectiveness; Manage the execution of maintenance strategy through the provision of appropriate structures, systems and resources; Set engineering maintenance standards, specifications and service levels according to organizational objectives to ensure optimum operational availability; Monitor maintenance efficiencies according to organizational goals to direct or redirect engineering services for the attainment of organizational objectives. Manage significant projects risk according to sound risk management practice and organizational requirements; Provide technical consulting services for the operation on engineering related matters to

minimize possible engineering risks; Manage and implement knowledge sharing initiatives e.g. short-term assignments and secondments within and across operations, in support of individual development plans, operational requirements and return on investment; Continuously monitor the exchange and protection of information between operations and individuals to ensure effective knowledge management according to departmental objectives. Financial Management; Manage the operational maintenance & capital projects portfolios for the operation to ensure effective resourcing according to organizational needs and objectives; Facilitate the compilation of innovation proposals to ensure validity and adherence to organizational principles; People management; Manage the development, motivation and utilization of human resources for the discipline to ensure competent knowledge base for the continued success of engineering services according to organizational needs and requirements; Manage subordinates' key performance areas by setting and monitoring performance standards and taking actions to correct deviations to achieve departmental objectives. Conduct quality control over the work of consultants and contractors during the execution phase of projects. Assist project managers in resolving technical disputes arising at different stages of projects. Review and audit final consultants payments. Accept responsibility for the development, implementation, review and regular updating of standardised electrical engineering practice manuals for the Department. Undertake detail design, documentation and implementation of minor in-house projects. Engage with client departments and stakeholders on technical matters. Provide mentorship and supervision to candidate engineers, technologists and technicians. Comply with Engineering Services requirements to ensure uniform best practices across the department.

**ENQUIRIES
APPLICATIONS**

: Ms. T Kolele Tel No: (021) 402 2063
 : Cape Town Applications: Cape Town Regional Office: 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 or email to: RecruitCPT26-29@dpw.gov.za

FOR ATTENTION

: Ms. C Rossouw

POST 10/291

: **CHIEF QUANTITY SURVEYOR (GRADE A) REF NO: 2026/117**

SALARY

: R1 099 488 per annum, (all-inclusive salary package), (Total package to be structured in accordance with the rules of the OSD)

**CENTRE
REQUIREMENTS**

: Cape Town Regional Office
 : A Degree in Quantity Surveying or relevant qualification. Be registered as a Professional Quantity Surveyor with SACQSP (South African Council for the Quantity Surveying Profession). Six years post qualification Quantity Survey experience required. A valid driver's license and the ability/willingness to travel. Relevant experience in working on infrastructure projects (both capital / new and maintenance / existing) from inception to completion. Incumbent should be proficient in technical consulting and technical report writing. Must be able to draw up Bill of Quantities, submitting payment certificates and budget control of projects. Experience with institutional systems / processes. Candidate must be able to operate independently and as part of a team. Appropriate and good understanding of all relevant legislation and construction industry contracts. Good human relations. Good and oral written communication skills. Knowledge of Public Finance Management Act, Occupational Health and Safety Act, Supply chain management, Contract Management. Applied knowledge of all Built environment legislatives/regulating requirements.

DUTIES

: Provide technical support to Project Managers in evaluating effectiveness and/or efficiency of solutions offered by consultants. Maintenance of operational agreements between Client Departments and Department of Public Works. Provide a quality survey on all building designs. Inspect buildings in the process of construction and ensure that the required standards are being applied in the building process-report on such inspections. Inspect existing buildings to ensure that the state property is sensibly utilized and not wasted. Perform final review and approval or audits on new architectural designs according to design principles, set maintenance standards specifications and service levels according to organizational objectives to ensure optimum operational availability. Compile risk logs and manage significant risk and provide technical consulting services for the operation on architectural related matters, Allocate, control, monitor expenditure according to budget, check tender documentation for inviting tenders. Monitor the performance of and

exercise control over appointed consultants in connection with the design and execution of work, as well as maintenance to existing structures and infrastructure and scrutinize and approve architectural fee accounts of consultants. Mentor, train and develop candidates and related technical personnel to promote skills/knowledge transfer. Develop, implement and monitor work systems and processes to ensure efficient and effective functioning.

ENQUIRIES : Ms. T. Kolele Tel No: (021) 402 2063
APPLICATIONS : Cape Town 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 Building, Lower Heerengracht Street, Cape Town or email to: RecruitCPT26-30@dpw.gov.za
FOR ATTENTION : Ms. C Rossouw

POST 10/292 : **CHIEF ARCHITECT REF NO: 2026/118**

SALARY : R1 099 488 per annum, (all-inclusive salary package)
CENTRE : Bloemfontein Regional Office
REQUIREMENTS : B degree in Architecture or relevant qualification. Six years post Qualification architectural experience required. Valid driver's license. Compulsory registration with SACAP as a professional Architect. Willing to adapt to working schedule in accordance with office requirements. Knowledge: Architectural design and analysis knowledge Architectural principles. Project Management Computer-aided engineering applications, Research and development Public Finance Management Act, Occupational Health and Safety Act, Supply Chain Management, Contract Management, Knowledge of and experience in working in a High-Performance Centre environment to manage project delivery; Knowledge of and experience in the use of dashboards to track project progress. Knowledge of and experience in the development, implementation and oversight of recovery plans when projects are lagging.

DUTIES : Architectural design and analysis effectiveness: Perform final review and approvals or audits on architectural designs according to design principles or theory. Co-ordinate design efforts and integration across disciplines to ensure seamless integration with current technology. Maintain engineering operational effectiveness: Manage the execution of architectural strategy through the provision of appropriate structures, systems and resources. Set architectural standards, specifications and service levels according to organizational objectives to ensure optimum operational availability. Monitor and maintain efficiencies according to organizational goals to direct or redirect architectural services for the attainment of organizational objectives. Financial Management: Ensure the availability and management of funds to meet the MTEF objectives within the engineering environment. Manage the operational capital project portfolio for the operation to ensure effective resourcing according to organizational needs and objectives. Manage the commercial value add of the discipline-related programmes and projects. Facilitate the compilation of innovation proposals to ensure validity and adherence to organizational principles. Allocate, control and monitor expenditure according to budget to ensure efficient cash flow management. Governance: Allocate, monitor and control resources. Compile risk logs and manage significant risk according to sound risk management practice and organizational requirements. Provide technical consulting services for the operation of architectural related matters to minimize possible architectural risks. Manage and implement knowledge sharing initiatives e.g. short-term assignments and secondments within and across operations, in support of individual development plans, operational requirements and return on investment. Continuously monitor the exchange and protection of information between operations and individuals to ensure effective knowledge management according to departmental objectives. People management: Assess the work of support personnel for development. Identify on-job training requirements. Train and develop trainee cost engineers on the job and through formalised training programmes. Coach and mentor newly appointed personnel.

ENQUIRIES : Ms. P Zweni at (067) 414 3135
APPLICATIONS : Bloemfontein Applications: Bloemfontein Regional Office: The Regional Manager, Department of Public Works, P/Bag X20605, Bloemfontein, 9300 or Hand Delivered to 18 President Brandt Street Bloemfontein, 9300 or email to: RecruitBLOEM26-11@dpw.gov.za

FOR ATTENTION : Mr D Manus

<u>POST 10/293</u>	:	<u>DEPUTY DIRECTOR: EPWP ENVIRONMENT & CULTURE SECTOR (X2 POSTS)</u>
<u>SALARY</u>	:	R1 059 105 per annum, (all-inclusive salary package), (Total package to be structured in accordance with the rules of the Middle Management Service)
<u>CENTRE</u>	:	Pretoria Regional Office Ref No: 2026/119A Nelspruit Regional Office Ref No: 2026/119B
<u>REQUIREMENTS</u>	:	A Minimum of three-year tertiary qualification (NQF Level 06) in Environmental Sciences, Agriculture or related qualification, relevant years of working experience at a Junior Management/ Assistant Director equivalent level in the relevant field. Valid driver's license, Knowledge of Environmental related legislations, policies and regulations. People Management and empowerment skills, Sound analytical, problem identification and solving skills, Analytical thinking, Language proficiency, Report writing skills, Numeracy, Research skills, Organizing and planning, Computer literacy, Advanced interpersonal and diplomacy skills, Decision Making and Project making skills. An innovative, creative, resourceful, energetic, helpful, ability to work effectively and efficiently under sustained pressure. Ability to meet tight deadlines, ability to work long hours, exposed to natural and adverse weather conditions, people orientated, trustworthy, assertive, hardworking, highly motivated, ability to work independently.
<u>DUTIES</u>	:	The effective management of the Environmental and Culture sector and implementation of waste management initiatives, establish effective intervention to maximize implementation of EPWP projects in the Environment and Culture sector. Facilitates successful implementation of the Waste management initiatives in the municipalities. Facilitates identification of expansion areas and best practices. Sound and effective intervention for the Environment and Culture sector, provide reports to managing bodies and relevant stakeholders. Facilitates the development of the provincial sector plans and implementation plans. Comprehensive sector and implementation plans developed in provinces, Work closely with lead provincial departments and member departments to improve activities of the Environment and Culture sector Extent of support stakeholder-related support programs. Extent and effectiveness of administrative related matters.
<u>ENQUIRIES</u>	:	Pretoria: Ms B Kutumane Tel No: (012) 492 1499 Nelspruit: Mr IS Mothapo Tel No: (013) 753 6300
<u>APPLICATIONS</u>	:	Pretoria Applications: The Regional Manager, Department of Public Works and Infrastructure, Private BagX229, Pretoria, 0001 or 251 Nana Sita AVN Building, Cnr Thabo Sehume and Nana Sita Street, Pretoria or email to: RecruitPTA26-19@dpw.gov.za For Attention: Ms M Masubelele Nelspruit Applications: Nelspruit Regional Office Applications: The Regional Manager, Department of Public Works & Infrastructure, Private Bag X11280, Nelspruit, 1200, 30 Brown Street Nedbank Building Nelspruit 1200 or email to: RecruitNEL26-07@dpw.gov.za For Attention: Mr Evans Nguyuza
<u>POST 10/294</u>	:	<u>DEPUTY DIRECTOR: IMMOVABLE ASSET REGISTER REF NO: 2026/120</u>
<u>SALARY</u>	:	R1 059 105 per annum (all-inclusive salary package), (Total package to be structured in accordance with the rules of the Middle Management Service)
<u>CENTRE</u>	:	Mthatha Regional Office
<u>REQUIREMENTS</u>	:	A Minimum of three-year tertiary qualification (NQF 6) in Commerce, Real Estate Management, Property Management, Built Environment, Asset Management, Business Administration, Public Administration or equivalent. relevant years of working experience at a Junior Management/ Assistant Director equivalent level in the relevant field. Extensive relevant experience in managing projects. Experience in State land administration and verification of immovable assets (land and buildings) will be an added advantage. Willingness to travel. Valid unendorsed drivers licence, Excellent interpersonal Skills and Presentation Skills. Negotiation, Communication and networking Skills. Ability to work under pressure and deadline driven. Advanced MS Office Skills. Proven Skills in MS Project or similar tool skills is an added advantage. Prioritizing and managing workflow and to be outcome orientated. Use initiative but be flexible, energetic and able to act with authority. Provide support to Programme Managers. Good Verbal and written communication Skills. Understanding the mandate of the Department. People Management Skills, Strategic leadership and Economic orientation.

<u>DUTIES</u>	:	Effectively manage the life cycle of immovable assets under the custodianship of DPW through physical verification and condition assessment of these assets. Assist the Director to develop, review and implement Immovable Asset Register (IAR) policies, frameworks and guidelines in collaboration with other National and Provincial custodians of immovable assets. Coordinate physical verification logistics and activities to provide status information around the existence of all immovable assets in the register. Monitor that all improvements to state property are appropriately identified and recorded in the IAR. Ensure that the surveying of DPW land parcels including State Domestic Facilities is completed. Manage the vesting of land parcels and endorsement of title deeds under the custodianship of DPW. Provide appropriate support to other projects within the Asset Registry Unit. Manage, coach and monitor performance of subordinates.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr. S Sokhela Tel No: (012) 406 2043
	:	Mthatha Applications: The Regional Manager, Department of Public Works, Private Bag X5007, Sutherland Street, Mthatha 5099 or Hand Deliver at 29 Sutherland Street, PRD II Building, 5th Floor, Mthatha or email to: RecruitMTH26-12@dpw.gov.za
<u>FOR ATTENTION</u>	:	Ms N Mzalisi
<u>POST 10/295</u>	:	<u>DEPUTY DIRECTOR: EPWP SOCIAL SECTOR REF NO: 2026/121</u>
<u>SALARY</u>	:	R1 059 105 per annum, (all-inclusive package), (Total package to be structured in accordance with the rules of the Middle Management Service).
<u>CENTRE REQUIREMENTS</u>	:	Kimberley Regional Office
	:	A Minimum of three-year tertiary qualification (NQF 6) in Social Sciences or related field of study. relevant years of working experience at a Junior Management/ Assistant Director equivalent level in the relevant field. Knowledge about applicable legislation, norms and standards related to the management of the Expanded Public Works Programme, Public Finance Management Act, Treasury Regulations, Public Service Act, Public Service Regulations, Protection of Personal Information Act (POPIA), the Minimum Information Security Standards (MISS) Act, Functioning of national, provincial and local government and SAQA/ NQF framework. Effective leadership and communications skills; advanced interpersonal and diplomacy skills; analytical and problem-solving skills; advanced report writing skills; change management and capacity building skills; decision making skills; ability to work effectively and efficiently under pressure; ability to work independently. Willing to adapt work schedule in accordance with office requirements.
<u>DUTIES</u>	:	Support the development of strategic operational plans and guidelines for the coordination of EPWP Social Sector programmes; Coordinate the implementation of EPWP Social Sector programmes; Coordinate the Social Sector activities between the Department and relevant stakeholders; and manage the sub-directorate.
<u>ENQUIRIES APPLICATIONS</u>	:	Dorothy Steenkamp Tel No: (053) 838 5327
	:	Kimberly Applications: The Regional Manager, Department of National Public Works and Infrastructure, Private Bag X5002, Kimberley, 8301. Or Hand Deliver at 21 – 23 Market Square Street, Old Magistrate Court, Kimberley or email to: RecruitKIM26-03@dpw.gov.za
<u>FOR ATTENTION</u>	:	Mr. S Xulu
<u>POST 10/296</u>	:	<u>DEPUTY DIRECTOR: CONDITIONAL GRANTS REF NO: 2026/122</u>
<u>SALARY</u>	:	R1 059 105 per annum, (all-inclusive package), (Total package to be structured in accordance with the rules of the Middle Management Service).
<u>CENTRE REQUIREMENTS</u>	:	Head Office (Pretoria)
	:	A Minimum of three-year tertiary qualification (NQF 6) in Financial Management, Applied Mathematics/ Development Economics/ Financial Modelling/ Statistical Analysis or related qualification; relevant years of working experience at a Junior Management/ Assistant Director equivalent level in the relevant field. Valid driver's license. The candidate must have knowledge of grant management, project management, Public Employment Programmes and labour-intensive methods; Experience in financial modelling; Middle management experience, Knowledge of the structure and functioning of the departments and government; Ability to communicate at all levels; Interpersonal and stakeholder management skills Strong analytical and problem-solving skills; Ability to meet tight deadlines whilst delivering excellent

		results; Ability to work independently and under pressure. Willing to travel. Willing to adapt to a work schedule in accordance with office requirements.
<u>DUTIES</u>	:	Management and coordination of the EPWP Integrated Grant; Develop and review grant frameworks and models; Determine grant allocations and set targets; Compile grant manuals, grant agreements and other documentation necessary for effective administration of the grant; Provide support to public bodies to improve performance; Conduct grant workshops across all provinces; Assist stakeholder in developing proposal for planning base indicators; Establish effective interventions to maximize proper utilisation of the grant allocation across all spheres of government; Monitor performance and ensure compliance with the Division of Revenue (DoRA) requirements; Compile and submit grant progress reports to relevant stakeholders, including National Treasury; Provide professional inputs in the preparation of write-ups and submissions for the development and revision of the Incentive Grant. Liaise with relevant stakeholders; Facilitate successful implementation of the incentive programme across all spheres of government and provide reports to managing bodies and relevant stakeholders.
<u>ENQUIRIES</u>	:	Ms M Morulane Tel No: (012) 492 3012
<u>APPLICATIONS</u>	:	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 or email to: Recruitment26-29@dpw.gov.za
<u>FOR ATTENTION</u>	:	Ms NP Mudau
<u>POST 10/297</u>	:	<u>DEPUTY DIRECTOR: USER DEMAND MANAGEMENT REF NO: 2026/123</u>
<u>SALARY</u>	:	R1 059 105 per annum, (all-inclusive salary package), (Total package to be structured in accordance with the rules of the Middle Management service)
<u>CENTRE</u>	:	Bloemfontein Regional Office
<u>REQUIREMENTS</u>	:	A Minimum of three-year tertiary qualification (NQF 6) in Public Management/Business Administration/ Real Estate Management. relevant years of working experience at a Junior Management/ Assistant Director equivalent level in the relevant field. A Valid Driver's License. Knowledge of Works Control System (WCS); Basic Accounting System (BAS); Public Finance Management Act (PFMA); Treasury Regulations; Financial management and administration; Technical knowledge of the built environment; project management; construction regulations; occupational health and safety; Emerging Contractor Development Programme; Financial administration processes and systems; maintenance of databases and procurement processes and systems. Skills: Advanced numeracy; organising; interpersonal skills; diplomacy; ability to follow a pro-active and creative problem; solving approach; communication and advanced computer literacy.
<u>DUTIES</u>	:	To coordinate the accommodation portfolio for client Departments. Develop, review and maintain user demand management policies and procedures: Undertake research on current best practices in relation to property management. Develop, implement and maintain user demand management policies, procedures and frameworks in line with applicable prescripts. Ensure compliance with related prescripts, delegations and procedures. Communicate all property user demand management policies and procedures to relevant stakeholders. Establish proper user demand governance processes and internal control measures. Coordinate the provision of accommodation to client departments: Manage the verification of accommodation particulars to determine correctness. Manage the assessment and analysis of accommodation requirements. Ensure that procurement instructions or pre-designed information requests are issued to relevant service providers. Liaise with client departments regarding leasing issues, facilities management and maintenance. Liaise and interact with service providers on regular basis. Assist client with request for funding of accommodation needs. Extract reports and data on request of the client and submit to confirm alternative accommodation arrangements. Manage the co-ordination and monitoring of the budget and expenditure levels for Client Departments -: Oversee the analysis of budget on WCS and PACE. Monitor expenditure levels. Manage the verification of funds which are deposited in client departments' suspense account. Verify if deposited funds are accounted for and allocated to the correct services. Conduct the monthly reconciliation of the suspense account. Prepare cost analyses for the development and leasing of accommodation. Align cash flows, project plans and quality reports per services on a monthly basis. Compile

client specific reports of expenditure and distribute reports to client departments. Manage the sub-directorate. Ensure improved client relationship management and integrated planning and coordination.

ENQUIRIES : Ms. T Zulu Tel No: (051) 408 7306

APPLICATIONS : Bolemfontein Applications: The Regional Manager, Department of Public Works, P/Bag X20605, Bloemfontein, 9300 or Hand Delivered to 18 President Brandt Street, Bloemfontein, 9300 or email to: RecruitBLOEM26-12@dpw.gov.za

FOR ATTENTION : Mr D Manus

POST 10/298 : **DEPUTY DIRECTOR: (UTILISATION AND CONTRACT ADMINISTRATION)**
REF NO: 2026/124

SALARY : R1 059 105 per annum, (all-inclusive salary package), (Total package to be structured in accordance with the rules of the Middle Management service)

CENTRE : Gqeberha Regional Office

REQUIREMENTS : A minimum of three-year tertiary qualification (NQF Level 06) in Real Estate Management services or related qualification with relevant years of working experience at a Junior Management/ Assistant Director equivalent level. Knowledge of Property management aspect, public finance management act, Preferential procurement policy framework act, Procurement procedures and Directives, Public administration, Government objectives on BEE, report procedures. Must have good communication skills at all levels, negotiation skills, problem solving skills, computer literacy, report writing skills, analytical thinking skills, time management skills, decision making skills, diplomacy skills and planning and organizing skills. Ability to work under pressure and meet deadlines, Willingness to adapt work schedule in accordance with office requirements and willing to travel. Valid driver's license.

DUTIES : Maintenance and updating of fixed assets register. Conduct property audits on PMIS, check debtors report on PMIS, verify debtors monthly schedule, respond to and resolve audit queries, compile monthly expenditure reports. Manage private tenants occupying State supervise preparation processes of rental agreements, ensure timeous collection of rates, manage grievances related to rentals. Ensure effective and efficient utilization of State property, ensure proper maintenance of State property, responsible for the performance of risk management functions on property. Directs preparation of financial reports on status of property (e.g. occupying rates). Manage the employment of contractors for services of security, grounds keeping and maintenance personnel, ensure completeness of contractual documentation for contractors, monitor, and ensure property compliance with local regulations and laws. Monitor maintenance of vacant properties, supervise property maintenance operations, ensures that implementation of reconditioning of unimproved properties. Manage the periodic inventory of building contents and property conditions. Maintenance of discipline. Management of performance and development. Undertake Human Resource and other related administrative functions. Establish implement and maintain efficient and effective communication arrangements. Develop and manage the operational plan of the sub-directorate and report on progress as required. Develop implement and maintain processes to ensure proper control of work. Compile and submit all required administrative reports. Serve on transverse task teams as required. Procurement and asset management for sub-directorate. Plan and allocate work. Quality control of work delivered by employees.

ENQUIRIES : Ms. R. Jacobs Tel No: (041) 408 2302 (Gqeberha Regional Office)

APPLICATIONS : Gqeberha Applications: The Regional Manager, Department of Public Works, Private Bag X3913, North End, Port Elizabeth, 6056. Hand delivery: Room 430, Corner. Hancock & Robert Street, North End, Port Elizabeth, 6056 or email to: RecruitPE26-13@dpw.gov.za

FOR ATTENTION : Ms S Mafanya/ Ms. P Buwa

POST 10/299 : **DEPUTY DIRECTOR: ACQUISITIONS (SUPPLY CHAIN MANAGEMENT)**
REF NO: 2026/125

SALARY : R896 436 per annum, (all-inclusive salary package), (Total package to be structured in accordance with the rules of the Middle Management Service)

CENTRE : Cape Town Regional Office

REQUIREMENTS : A minimum of three-year tertiary qualification (NQF Level 6) in Supply Chain Management/ Finance and Procurement or related. Extensive credible

experience at a Junior Management/ Assistant Director equivalent level, with appropriate functional working experience in Supply Chain Management in Acquisition Management or Contract Management and extensive experience on management of resources. Valid driver's licence at least Code 8 (EB).
 Legislative Requirements: Practical knowledge and experience on implementation of Broad Based Black Economic Empowerment, Public Service Act, Public Finance Management Act, National Treasury Regulations, Preferential Procurement Policy Framework Skills. Good Knowledge of public sector procurement experience, Knowledge of strategic planning and budgeting, ability to develop, interpret and apply policies, CIDB strategies and legislation. Understanding of Government budgeting processes, experience in working with service providers/consultants. Knowledge of Public Service financial legislative frameworks, Understanding of Financial management; Risk Management; Knowledge and understanding of contract management. Key Skills: Negotiation Skills and Technical Proficiency, Business Writing Communication (verbal and written), Customer Focus and Responsiveness, People and Performance Management, Diversity Management, Interpersonal, Conflict management, Planning and Organising Problem solving and decision making, Team Leadership; Computer literate (especially with regard to MS Word, Excel, Projects and Power point), Basic Numeric skills and Excellent Presentation Skills.

DUTIES : Develop and implement the acquisition Management systems and appropriate acquisition Management internal controls and audit trails in the Department. Facilitate and manage the business process cycle (inviting, evaluating, adjudicating, and awarding) for all bids in terms of SCM regulations. Ensure proactive management and tracking of tenders and quotations for goods and services. Eligible knowledge of acquisition for REMS and Infrastructure Projects. Provide regular progress report to management highlighting procurement trends, problems, risks, deviation, delays and make appropriate recommendations for improvements. Manage the Departmental Bid Evaluation and Adjudication Committees secretariat. Compile and analyse management reports from various strategic activities. Provide strategic report, advice and guidance to all responsibility managers to ensure compliance with Supply Chain Management regulations. Management of human resource related issues including the implementation and facilitation of adherence to policies and process in Acquisition Unit.

ENQUIRIES : Mr D Gqibela Tel No: (021) 402 2315
APPLICATIONS : Cape Town 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 Building, Lower Heerengracht Street, Cape Town or email to: RecruitCPT26-31@dpw.gov.za
FOR ATTENTION : Ms. C Rossouw

POST 10/300 : **CONSTRUCTION PROJECT MANAGER (GRADE A)**

SALARY : R879 342 per annum, (all-inclusive salary package), (Total package to be structured in accordance with the rules of the OSD)

CENTRE : Cape Town Regional Office Ref No: 2026/126A (X3 Posts)
 Polokwane Regional Office Ref No: 2026/126B (X2 Posts)
 Bloemfontein Regional Office Ref No: 2026/126C (X1 Post)

REQUIREMENTS : A National Higher Diploma (Built Environment Field) with a minimum of four years (4) and six (6) months certified experience, B-Tech (Built Environment field) with a minimum of four (4) years certified managerial experience, Honours Degree in any Built environment field with a minimum of three (3) years' experience, Compulsory registration with the South African Council for the Project and Construction Management Professions (SACPCMP) as a Professional Construction Project Manager on appointment. A valid driver's license. Computer literacy, Knowledge and understanding of the following Acts: Public Finance Management Act, Occupational Health and Safety Act as well as Building Regulations and Environmental Conservation Act, Knowledge and understanding of the Government Procurement System, good planning, financial and budget skills, Sound analytical and good written and verbal communication skills; Knowledge and understanding of the JBCC and GCC form of contract.

DUTIES : Contribute to project initiation, scope definition and scope change control for envisaged projects. Full project management function, cost, quality and time control. Manage project cost estimates and control changes in line with

allocated budgets. Plan and attend project meetings during the project phases. Assist with the compilation of projects documentation to support project processes. Implement project administration processes according to Government requirements. Ensure implementation of procurement activities and adherence thereof to Government policies. Provide assistance in implementing and assuring that project execution is in accordance with the approved project norms and time schedules. Support the project environment and activities to ensure that project objectives are delivered timeously. Manage and engage in multi-disciplinary construction teams regarding the construction/maintenance of facilities; Ensure that construction projects are implemented and executed as envisaged in the Acquisition/procurement plan and that high quality projects are delivered within time, cost and quality framework.

- ENQUIRIES** : For Cape Town: Ms T Kolele Tel No: (021) 402 2063
For Polokwane: Ms M.S. Mkhonto Tel No: (015) 291 6305
For Bloemfontein: Ms P Zweni Tel No: (051) 408 7348
- APPLICATIONS** : **Cape Town 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 Building, Lower Heerengracht Street, Cape Town or email to: RecruitCPT26-32@dpw.gov.za
For Attention: Ms. C Rossouw
Polokwane Applications: Polokwane regional office: The Regional Manager, Department of Public Works Private Bag X9469, Polokwane, 0700 or Hand deliver at 78 Hans van Rensburg Street, Old Mutual Building, 1st Floor, Polokwane or email to: RecruitPLK26-06@dpw.gov.za For Attention: Mr. NJ Khotso
Bloemfontein Applications: The Regional Manager, Department of Public Works, P/Bag X20605, Bloemfontein, 9300 or Hand Delivered to 18 President Brandt Street, Bloemfontein, 9300 or email to: RecruitBLOEM26-13@dpw.gov.za
- FOR ATTENTION** : Mr D Manus
- POST 10/301** : **ASSISTANT DIRECTOR: VETTING INVESTIGATOR SECURITY MANAGEMENT REF NO: 2026/127**
- SALARY CENTRE REQUIREMENTS** : R582 444.per annum
: Head Office (Pretoria)
: A minimum three-year tertiary (NQF Level 06) qualification in Social Science/ Security Management/ Public Management/ Administration. Valid driver's license. (State Security Agency (SSA) Vetting Course will be an added advantage). Relevant work experience in vetting investigations.
- DUTIES** : The collection of information and conducting of security vetting investigation- Identify Units and personnel that deal with sensitive and classified information; Conduct security vetting awareness programme; Conduct field-work security vetting investigation and information collection; protect information obtained during interview process; obtain information from other resources and contacts; ensure confidentiality of information collected; The processing of information collected and administration of vetting files-Brief/inform subjects with regards to the vetting process; compile vetting reports; file and manage vetting documents; determine if information collected is relevant; conduct administration of vetting in accordance with the SSA norms; assist in identifying risk and threats to the security of the departmental information; make recommendations justified by the facts and ensure they comply with regulations; report findings and recommendations to the supervisor; monitor and report to management cases of non-adherence to security policy. The liaison with the State Security Agency (SSA), source information on available technology regarding security related issues; seek advice and guidance regarding vetting process; finalise the vetting process. Knowledge: Relevant legislation related to security vetting, including Minimum Information Security Standards (MISS), Disciplinary procedures, Regional business processes, National Security Strategy, Minimum Information Security Standards (MISS), Security Vetting Policy, Risk and threat management, Safety and security management and administration including security auditing, physical security measures, contingency planning, occupational health and safety, personnel security, document security, surveillance, information technology security, fire regulations and fire protection, communication security (cryptography), Security vetting, Security breaches and investigations.

ENQUIRIES APPLICATIONS : Mr T Marageni Tel No: (012) 406 1632
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 or email to: Recruitment26-30@dpw.gov.za

FOR ATTENTION : Ms NP Mudau

POST 10/302 : **ASSISTANT DIRECTOR: ACQUISITIONS AND LEASING MANAGEMENT REF NO: 2026/128**

SALARY CENTRE REQUIREMENTS : R582 444.per annum
Pretoria Regional Office
A minimum of three-year tertiary (NQF Level 06) in Real Estate Management, Property Management, or related field. Relevant experience in the field. A valid driver's license. Public Finance Management Act. Financial administration. Procurement directives and procedures. Programme and project planning. Market research. Property economics. Reporting procedures. GIAMA. DISPOSAL ACT. BBEE. Treasury Regulation. The PIE Act. SKILLS: Report writing. Accounts and numeric skills. Analytical thinking. Communication skills. Interpersonal skills. Problem solving skills. Organising and planning. Goal and solution orientate. Assertiveness. People and client orientate. Innovative. Ability to work under stressful condition. Hard working. Ability to communicate at all levels. Must be willing to travel. Willing to adapt work schedule in accordance with office requirements

DUTIES : Develop, implement and maintain property acquisition policies, procedures and strategies: -Participate in the development of acquisition policies procedures and frameworks and ensure maintenance and compliance thereof. Communicate all acquisition policies and procedures to relevant stakeholders. Obtain benchmarks on current best practices in relation to property acquisition. Facilitate the property acquisition process in line with the approved acquisition framework:- Conduct client needs assessment and establish availability of funds for client departments. Make findings regarding offices and procured accommodation in line with client requirements. Inspect and select suitable accommodation according to the requirements of client departments. Provide administration and monitoring of procured accommodation: -Confirm if the client still needs the premises prior lease expiration. Conduct new procurement processes in cases where a client still needs accommodation. Manage the Sub-directorate: Ensure maintenance of discipline. Manage performance and development. Establish, implement and maintain efficient and effective communication arrangements. Develop and manage the operational plan of the sub-directorate and report on progress as required.

ENQUIRIES APPLICATIONS : Ms P. Sethwana Tel No: (012) 310 5118
Pretoria Applications: The Regional Manager, Department of Public Works Private Bag X229, Pretoria, 0001 or 251 Nana Sita Street AVN Building, Cnr Thabo Sehume and Nana Sita Street Pretoria or email to: RecruitPTA26-20@dpw.gov.za

FOR ATTENTION : Ms M Masubelele

POST 10/303 : **ASSISTANT DIRECTOR: EPWP TRAINING COORDINATOR**

SALARY CENTRE REQUIREMENTS : R582 444 per annum
Pretoria Regional Office Ref No: 2026/129A (X1 Post)
Mmabatho Regional Office Ref No: 2026/129B (X1 Post)
Kimberly Regional Office Ref No: 2026/129C (X1 Post)
A minimum of three-year tertiary qualification (NQF Level 06) in Human Resources Management, Human Resource Development, Public Administration, Public Management, Sociology, Psychology, Education, Behavioural Sciences. Relevant experience in Training and Skills Development Coordination field. A valid driver's license. Ability to meet tight deadlines, ability to work long hours, people orientated, trustworthy, assertive, hardworking, highly motivated, ability to work independently. Good communication, presentation and facilitation skills. Computer literacy. Willing to travel.

DUTIES : Coordinate the training for EPW participants not limited to DPWI sourced funding. Assist with completion and verification of training applications from sectors and public bodies across all spheres of government. Present the training applications to the EPWP Approval Training Committee for approval.

Coordinate the logistical meetings in preparation for the training. Support Public Bodies with technical assistance on their training interventions, not limited to DPWI sourced funding. Support Training Providers with compliance to audit requirements and implement resolutions of audits related to the EPWP training in the province. Collect and capture data for reporting training interventions, (not limited to DPWI sourced funding). Collect Portfolio of Evidence required for reporting training. Capture training data on the EPWP Reporting System. Compile training reports. Facilitate as a trainer on EPWP training interventions. Provide support in the process of developing and maintaining training programs. Ensure that venues are conducive for training and ensure that all strategic aids are available. Provide training for EPWP training interventions e.g. EPWP Learning Programme, Financial Sector Conduct Authority and others. Manage the administrative related functions. Facilitate EPWP training related meetings in the province and ensure provision of secretariat function to the meetings. Ensure good record management. Respond to queries with regard to EPWP training. Provide support in the management of the budget for the sub-directorate.

ENQUIRIES

: For Pretoria Ms B. Kutumane Tel No: (012) 492 1499
 : For Mmabatho Ms. X Letsapa Tel No: (018) 386 5390
 : For Kimberly Ms S Mocumi Tel No: (053) 838 5337

APPLICATIONS

: **Pretoria Applications:** The Regional Manager, Department of Public Works Private Bag X229, Pretoria, 0001 or 251 Nana Sita Street AVN Building, Cnr Thabo Sehume and Nana Sita Street Pretoria or email to: RecruitPTA26-21@dpw.gov.za For Attention: Ms M Masubelele
 : **Mmabatho Applications:** Mmabatho Regional Office: The Regional Manager, Department of Public Works and Infrastructure, Private Bag X 120, Mmabatho 2735, or hand deliver: 810 Corner Dr Albert Luthuli Drive and Maisantwa Street. Unit 3, Mmabatho or email to: RecruitMBT26-04@dpw.gov.za For Attention: Mr. T. Oagile
 : **Kimberly Applications:** Kimberly Regional Office: The Regional Manager, Department of National Public Works and Infrastructure, Private Bag X5002, Kimberley, 8301. Or Hand Deliver at 21 – 23 Market Square Street, Old Magistrate Court, Kimberley or email to: RecruitKIM26-04@dpw.gov.za For Attention: Mr. S Xulu

POST 10/304

: **ASSISTANT DIRECTOR: PROPERTY DISPOSAL (REMS)**

SALARY CENTRE

: R582 444 per annum
 : Pretoria Regional Office Ref No: 2026/130A (X1 Post)
 : Bloemfontein Regional Office Ref No: 2026/130B (X1 Post)

REQUIREMENTS

: A minimum of three-year tertiary (NQF Level 06) in Real Estate Management or related field of study. Relevant experience in the field. A valid driver's license. Knowledge: Public Finance Management Act. Financial administration. Procurement directives and procedures. Programme and project planning. Reporting procedures. GIAMADISPOSAL ACT. Deeds. Registry Act. Financial Assistance Land Act (FALA) BBBEE. Treasury Regulations. Computer literacy. Skills: Report writing. Accounts and numeric skills. Analytical thinking. Communication skills. Interpersonal skills. Problem solving skills. Organising and planning. Goal and solution orientated. Assertiveness. People and client orientated. Innovative. Ability to work under stressful conditions. Hard working. Ability to communicate at all levels. Must be prepared to travel. Willing to adapt work schedule in accordance with office requirements.

DUTIES

: Implement and maintain property management policies, procedures and strategies: Implement and maintain property management policies, procedures and frameworks. Provide guidance on compliance with related prescripts, delegations and procedures. Communicate all property management policies and procedures to relevant stakeholders. Co-ordinate the disposal process of redundant and superfluous residential properties: Provide guidance on the process of identifying redundant and superfluous residential properties to be disposed of. Co-ordinate and facilitate the identification process of redundant and superfluous residential properties. Conduct inspections to determine status/conditions of redundant and superfluous residential properties. Co-ordinate the release process of vacant surplus land parcels to achieve Government Land Reform objectives: (Restitution, Distribution, Human Settlements development) Co-ordinate and facilitate the process of identifying vacant surplus land parcels to be released. Verify ownership status of identified

vacant surplus land parcels to be released. Co-ordinate the release process of vacant surplus land parcels to achieve Government Land Reform objectives: - (Restitution, Distribution, Human Settlements development) Co-ordinate and facilitate the process of identifying vacant surplus land parcels to be released. Verify ownership status of identified vacant surplus land parcels to be released. Contribute towards enhancing effective and efficient state property management: (Conveyancing and disposal from PMIS) Co-ordinate and facilitate gathering of original conveyance and transfer documentation. Ensure delivery of instructions to the Office of the State Attorney. Accept draft Power of Attorney and transfer documents from Office of the State Attorney in preparation for Delegated Authority to sign. Supervise employees to ensure an effective service delivery.

- ENQUIRIES** : Pretoria Ms D. Seleka, Tel: (012) 310 5055 and Bloemfontein Ms. S Rathokoa, Tel: (051) 408 7554
- APPLICATIONS** : **Pretoria Applications:** The Regional Manager, Department of Public Works Private Bag X229, Pretoria, 0001 or 251 Nana Sita Street AVN Building, Cnr Thabo Sehume and Nana Sita Street Pretoria or email to: RecruitPTA26-22@dpw.gov.za For Attention: Ms K. Tlhapane/ Ms C. Lekganyane
Bloemfontein Applications: Bloemfontein Regional Office: The Regional Manager, Department of Public Works, P/Bag X 20605, Bloemfontein, 9300 or Hand Delivered to 18 President Brandt Street Bloemfontein 9300 or email to: RecruitBLOEM26-14@dpw.gov.za For Attention: Mr D Manus
- POST 10/305** : **ASSISTANT DIRECTOR: PROPERTY ACQUISITIONS AND LEASING MANAGEMENT**
- SALARY CENTRE** : R582 444 per annum
 : Cape Town Regional Office Ref No: 2026/131A (X1 Post)
 : Mmabatho Regional Office Ref No: 2026/131B (X1 Post)
- REQUIREMENTS** : A minimum of three-year tertiary qualification (NQF Level 06) in Real Estate Management, Financial Management, Property Law or related qualifications. Relevant work experience in the property management field. Valid driver's license. Knowledge: Public Finance Management Act, Financial administration, Procurement directives and procedures, Programme and project planning, Market research, Property economics. Skills: Report writing, Accounts and numeric skills, Analytical thinking, Communication skills. Personal attributes: Innovative, Ability to work under stressful conditions, Hardworking, Ability to communicate at all levels. Ability to adapt in accordance to office requirements.
- DUTIES** : Implement and maintain acquisitions and leasing policies, procedures, frameworks and delegations and ensure compliance thereof: Establish proper property acquisition and leasing internal control measures. Implement impact assessment tools and sustainability protocols for acquisition and lease management. Ensure that economic efficiency in leasehold portfolio are in line with market trends. Facilitate the property acquisition process in line with the approved acquisition framework. Inspect and select suitable accommodation according to the requirements of client departments. Negotiate terms and condition of contracts and leases. Report regularly on procured properties. Facilitate the lease administration process for private and leasehold portfolios. Prepare budget for private leases. Clarify terms and conditions of leases and expedite a lease agreement in order to create lease obligations between the tenant and the landlord so as to minimise contractual disputes at any stage of the contract. Provide support with the termination and renewal of leased accommodation. Conduct regular monitoring of the Property Management Information System (PMIS), Archibus and the database on the leased properties. Supervise employees to ensure an effective service delivery.
- ENQUIRIES** : For Cape Town: Ms. I Murundwa at (082) 455 7755
 : For Mmabatho: Ms. J Setlhoke Tel No: (018) 386 5223
- APPLICATIONS** : **Cape Town Applications:** Cape Town Regional Office Applications: The Regional Manager, Department of Public Works and Infrastructure, Private Bag X9027, Cape Town, 8000 or hand deliver at Ground floor, Customs House, Lower Heerengracht Street, Foreshore, Cape Town or email to: RecruitCPT26-33@dpw.gov.za For Attention: Ms. C Rossouw
Mmabatho Applications: Mmabatho Regional Office: The Regional Manager, Department of Public Works and Infrastructure, Private Bag X120, Mmabatho 2735, or hand deliver: 810 Corner Dr Albert Luthuli Drive and Maisantwa

Street. Unit 3, Mmabatho or email to: RecruitMBT26-05@dpw.gov.za For Attention: Mr. T. Oagile

POST 10/306 : **ASSISTANT DIRECTOR: UTILIZATION AND CONTRACTS ADMINISTRATION**

SALARY CENTRE : R582 444 per annum
: Cape Town Regional Office Ref No: 2026/132A (X1 Post)
: Bloemfontein Regional Office Ref No: 2026/132B (X1 Post)

REQUIREMENTS : A minimum of three-year tertiary qualification (NQF level 06) in Real Estate Management Services, Property Development, Town Planning, Finance, Law, or built environment-related qualification and with appropriate experience in property management and/ or fixed asset management environment. A valid driver's license. Knowledge of Government Immovable Asset Management Act (GIAMA); Public Finance Management (ACT), Property Management Information System (PMIS), Broad-Based Black Economic Empowerment (BBBEE), Property Law, Treasury Regulation. High degree of computer literacy, good communication and interpersonal skills, Report writing skills, analytical skills, Accounts and Numerical Skills. Ability to work under stressful conditions.

DUTIES : Conduct physical verification to ensure that state owned properties are utilized efficiently and optimally. Ensure that Property Management Information System can reflect all relevant property related information. Keep track of developments in property management trends. Liaise with all relevant stakeholders and units to ensure that property information is captured correctly and in good time. Ensure State properties are adequately secured to prevent illegal occupation and vandalism and take rectification action where necessary. Identify and ensure properties to be cleared of overgrown vegetation and to clear fire breaks. Liaise with all spheres of Government (s) in respect of property related matters. Negotiate with potential tenants and conclude lease agreements in line with the requirement of PFMA, Treasury Regulations and other prescripts and policies of the Department. Carry out debt management functions. Conduct budget for the unit. Investigate the utilization potential of State properties. Attend relevant committees in the performance of your duties. Undertake site visits and conditions surveys to determine utilization potentials. Participate in the letting-out process of the Department. Facilitate the rezoning of properties Ensure the optimal utilization of State properties. Facilitate cost determinations and verifications. Verify property details and maintain the Property Management Information System and Fixed Asset Register. Take measures against unlawful occupations. Identify superfluous State-owned property for selling and/or disposal. Supervise employees to ensure an effective service delivery. General supervision of employees. Allocate duties and perform quality control on the work delivered by supervisees. Assist in the preparation of reports to top management and all relevant stakeholders. Liaise with client departments to ensure optimal utilization of State-owned properties and to determine their needs and reserve properties to Client departments. Supervision of staff and manage performance. Comply with the requirements of the Public Finance Management Act (PFMA).

ENQUIRIES : For Cape Town: Mr. D Gqibela Tel No: (021) 402 2315
: For Bloemfontein: Lyndon Henney Tel No: (051) 408 7540

APPLICATIONS : **Cape Town Applications:** Cape Town Regional Office Applications: The Regional Manager, Department of Public Works and Infrastructure, Private Bag X9027, Cape Town, 8000 or hand deliver at Ground floor, Customs House, Lower Heerengracht Street, Foreshore, Cape Town or email to: RecruitCPT26-34@dpw.gov.za For Attention: Ms. C Rossouw
Bloemfontein Applications: Bloemfontein Regional Office: The Regional Manager, Department of Public Works, P/Bag X20605, Bloemfontein, 9300 or Hand Delivered to 18 President Brandt Street Bloemfontein 9300 or email to: RecruitBLOEM26-15@dpw.gov.za For Attention: Mr D Manus

POST 10/307 : **CONTROL WORKS MANAGER: BUILDING FACILITIES MANAGEMENT REF NO: 2026/133**

SALARY CENTRE : R582 444 per annum
: Cape Town Regional Office
REQUIREMENTS : A minimum National Diploma (T/N/S streams) or equivalent, or N3 and a passed Trade Test in the relevant environment. Registration as an Engineering

		Technician and more than six (6) years appropriate experience. A valid driver's license. Willing to adapt work schedule in accordance with office requirements. Knowledge: Occupational Health and Safety Act, National Building Regulations and Building Standards, Procurement process and systems as well as financial Management. Skills: Computer literacy, technical report writing, relationship management, negotiation and financial administration. Personal attributes: People orientated, hard-working, resourceful, self-motivated and creative.
<u>DUTIES</u>	:	Coordinate and control the implementation of new work, repairs and renovation and maintenance. Ensure accuracy of tender documents, specifications and bills of quantities. Provide technical input in drawing up specifications. Ensure to assign tasks and project for further resolution. Manage day-to-day maintenance activities to ensure effective delivery of services. Develop, implement and maintain an electronic record system for work being done and work that was finalised. Ensure maintenance of records of performed task. Ensure that tools and suppliers organized and clean. Manage the activities of contractors and consultants. Brief contractors and consultants on projects and provide advice in respect of compliance to legislation. Put systems and procedures in place to ensure contractors and consultants adhere to legislation, regulations and procedures. Check and process variation orders and request for the extension of deadlines. Facilitate and resolve problems emanating from projects. Ensure effective contract administration through resolution of disputes. Supervise the performance and conduct of subordinates.
<u>ENQUIRIES</u>	:	Mr. SP Mthimkhulu Tel No: (021) 402 2322
<u>APPLICATIONS</u>	:	Cape Town Applications: Cape Town Regional Office Applications: The Regional Manager, Department of Public Works and Infrastructure, Private Bag X9027, Cape Town, 8000 or hand deliver at Ground floor, Customs House, Lower Heerengracht Street, Foreshore, Cape Town or email to: RecruitCPT26-35@dpw.gov.za
<u>FOR ATTENTION</u>	:	Ms. C Rossouw
<u>POST 10/308</u>	:	<u>ASSISTANT DIRECTOR: SERVER ADMINISTRATION MANAGEMENT (ICT: SYSTEM OPERATIONS) REF NO: 2026/134</u>
<u>SALARY</u>	:	R468 459 Per annum
<u>CENTRE</u>	:	Head Office (Pretoria)
<u>REQUIREMENTS</u>	:	A minimum three-year tertiary qualification (NQF Level 06) in Information Technology/Information Systems or equivalent ICT qualification. A relevant working experience in ICT technical support and server administration environment. Advanced Microsoft certification (MCSE), Hyper-V and VMware. A good understanding of the built environment business applications and ICT client services. ITIL, A+, and N+ certifications will be advantageous. Knowledge and application of ICT Call Centre services and Change management best practices. Knowledge of Datacentre best practices, Microsoft Windows Server Operating systems 2016 and latest, Linux, System Centre Configuration Management, Exchange and Microsoft Azure. File services and virtualisation infrastructure: design, application and performance. Expert knowledge of Server hardware and network infrastructure performance including basic knowledge of database applications, i.e. SQL and Oracle. Possess strong verbal and written communication skills. Ability to address client complaints at all levels with tact, good ethics and diplomacy. The candidate must have the ability to perform server environment policy implementation and monitoring. Results driven and competency in time management. The candidate must be knowledgeable about various technologies within the ICT industry. A valid driver's license. The candidate should be prepared to work weekends and after hours.
<u>DUTIES</u>	:	Design, deploy, and administer server infrastructure within the Datacentre environment, including Microsoft Windows Server operating systems. Perform advanced administration of Microsoft Exchange and manage File Server environments at an expert level. Plan, deploy, and maintain virtualised platforms such as VMware, Hyper-V, and Microsoft Azure. Ensure the ongoing stability and health of server and datacentre environments through scheduled system updates and full compliance with established backup and anti-virus policies and procedures. Maintain accurate and up-to-date documentation for all server systems. Provide technical input and architectural guidance for all ICT server-related projects, operations, and infrastructure designs. Manage and resolve third-level end-user support escalations logged through the ICT

call centre. Continuously improve the server environment by monitoring system performance, identifying and resolving issues, responding to action plans, completing system audits and analyses, and driving process improvements and quality assurance initiatives. Install system upgrades and repairs as required. Ensure server capacity planning aligns with and exceeds the needs of DPWI clients.

ENQUIRIES : Ms L Skhosana Tel No: (012) 406 1286
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 or email to: Recruitment26-31@dpw.gov.za
FOR ATTENTION : Ms NP Mudau

POST 10/309 : **ASSISTANT DIRECTOR: PROPERTY PAYMENTS REF NO: 2026/135**

SALARY : R468 459 per annum
CENTRE : Gqeberha Regional Office
REQUIREMENTS : A minimum of three-year tertiary qualification (NQF Level 6) in Finance or Accounting. Experience as a reviewing of creditor's reconciliations. Experience in approving of payments within approval limits on Accounting Systems or ERP Environment. A valid driver's license. Relevant number of years supervisory experience within the credit control environment. Report writing and good communication skills, verbal and written. Organising and problem-solving abilities. Good financial, interpersonal, analytical and budgeting skills. Ability to manage stakeholders' i.e. municipalities, client's department, landlords and private individuals. Ability to work under pressure. Computer literate in Microsoft packages such as Microsoft word, Excel, outlook and Power Point. Ability to manage and upskill the team. Ability to review financial statement inputs and to prepare accurate and complete monthly reports within deadlines.

DUTIES : Responsible for reviewing of creditor reconciliations and settling all municipal accounts on properties owned and leased properties. Regular engagements with Provincial Treasury, COGTA, municipalities and landlords in respect of creditor statements and amounts billed to ensure that all creditor accounts are current. Put controls and business processes in place to ensure that all suppliers are paid correctly and on time to avoid interest charges and to maintain stakeholder relationships. Put controls in place to ensure that monthly reconciliations are performed and payment record cards are updated. Regular engagements with internal stakeholders to avoid disconnections of services. Comply with the requirements of the PFMA to avoid irregular expenditure and fruitless and wasteful expenditure. Handling of queries from municipalities. Service providers, property owners and tenants.

ENQUIRIES : Mr. L. Funde Tel No: (041) 408 2017
APPLICATIONS : Gqeberha Applications: The Regional Manager, Department of Public Works, Private Bag X3913, North End, Port Elizabeth, 6056. Hand delivery: Room 430, Corner. Hancock & Robert Street, North End, Port Elizabeth, 6056 or email to: RecruitPE26-14@dpw.gov.za
FOR ATTENTION : MS S Mafanya/ Ms. P Buwa

POST 10/310 : **ASSISTANT DIRECTOR: SCM PROVISIONING AND LOGISTICS REF NO: 2026/136**

SALARY : R468 459 per annum
CENTRE : Kimberly Regional Office
REQUEMENTS : A minimum of three year-tertiary qualification (NQF Level 06) in Supply Chain Management, Procurement or related qualification (NQF level 6) as recognised by SAQA, Finance or Procurement. Relevant supply chain experience and supervisory experience. Thorough knowledge and understanding of government procurement systems and relevant legislation, supply chain management, management of databases, built environment industry, monitoring and evaluation theory and methodology. Monitoring and evaluation systems good verbal and written communication skills, basic numeracy, advanced interpersonal and diplomacy skills, problem solving skills, decision making skills, numeracy, statistical skills. Analytical thinking, innovative, creative, resourceful, ability to work under stressful situations, ability to communicate at all levels, people orientated, able to establish and maintain networks, trustworthy, assertive, hard-working, self-motivated, ability to work independently.

<u>DUTIES</u>	:	Manage transport and travel related services-: Manage the vehicle fleet in accordance with approved prescripts. Coordinate subsidised transport services. Implement, maintain and monitor related policies and procedures. Verify authorisations for trips. Ensure reservations for hotels and flight are done in line with applicable prescripts. Address any accommodation related problems. Ensure maintenance of relevant forms and registers. Verify all subsistence and travel claims. Process payments for travel agents as per delegation. Coordinate and review the processing of requisitions for goods and Services-: Process the requisitions for goods and services and ensure placement of orders. Ensure safekeeping and distribution of goods. Manage the control of stock. Ensure effective turnaround time of requisition and orders. Monitor and follow up on outstanding orders. Ensuring feedback on progress regarding the submitted applications is provided to the end users. Ensure the processing of monthly invoices on LOGIS. Ensure that all procurement practices are in accordance with SCM prescripts for goods and services. Manage regional registry and telephone services with regard to-: Manage the records, archives and functioning of the registry. Manage switchboard services. Oversee activities to control telephone accounts for employees. Supervise employees to ensure an effective service delivery-:General supervision of employees; Allocate duties and perform quality control on the work delivered by supervisees; Advice and lead supervisees with regard to all aspects of the work; Manage performance, conduct and discipline of supervisees; Ensure that all supervisees are trained and developed to be able to deliver work of the required standard efficiently and effectively.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms W Khumalo Tel No: (053) 838 5359
<u>FOR ATTENTION</u>	:	Kimberly Applications: The Regional Manager, Department of National Public Works and Infrastructure, Private Bag X5002, Kimberley, 8301. Or Hand Deliver at 21 – 23 Market Square Street, Old Magistrate Court, Kimberley or email to: RecruitKIM26-05@dpw.gov.za Mr. S Xulu
<u>POST 10/311</u>	:	<u>ASSISTANT DIRECTOR: PROJECT BUDGET ADMINISTRATION</u>
<u>SALARY CENTRE</u>	:	R468 459 per annum
<u>REQUIREMENTS</u>	:	Kimberley Regional Office Ref No: 2026/137A (X1 Post) Bloemfontein Regional Office Ref No: 2026/137B (X1 Post) Johannesburg Regional Office Ref No: 2026/137C (X1 Post) A minimum of three-year tertiary qualification (NQF Level 06) in Finance or Financial Management, Relevant experience in Project Budget Administration or Budget Administration, Valid driver's licence Knowledge Works Control System (WCS) Basic Accounting System (BAS)Public Finance Management Act (PFMA)Treasury Regulations Built environment and construction regulations Project management principles Occupational Health and Safety (OHS)Emerging Contractor Development Programme Financial administration and procurement systems Database maintenance Skills Strong numeracy and accounting skills Organising and planning ability Good interpersonal and communication skills Diplomacy and problem-solving ability Computer literacy Proactive and creative approach to work.
<u>DUTIES</u>	:	Assist with budget control of the infrastructure budgets. Analyse and monitor expenditure levels of infrastructure budgets to ensure optimal expenditure. Approve authorisations on WCS once confirmation of funding is approved by the relevant stakeholders. Determine the availability of funds within the respective allocations. Liaise with Project Budget Administration: Head Office for confirmation of funding/additional funding by the relevant stakeholders. Liaise with Project Managers on budget related matters. Analyse and monitor expenditure levels and engage with Project Managers to establish reasons for underspending; Report shortages or surplus of funds to the D: Finance (Head of Finance: Region) and PBA/PBM Head Office. Monitor the Implementation programmes in terms of expenditure, cash flow projections, forced tender dates and the overall data integrity of WCS and ensure constant updating where applicable to PBA. Compilation and submission of budget inputs to respective managers. Prepare monthly presentations and reports and submit to D: Finance (Head of Finance) before the due dates. Monitor, manage and report on all funding requests submitted via the Funds Tracking System. Attend various meetings as and when required. Manage the human resources of the unit.
<u>ENQUIRIES</u>	:	Kimberly/Bloemfontein Mr. P Whielers, Tel: (051) 408 7388 and

<u>APPLICATIONS</u>	: Johannesburg Mr P PMR Mongwenyana, Tel: (012) 406 1816 : Kimberly Applications: The Regional Manager, Department of National Public Works and Infrastructure, Private Bag X5002, Kimberley, 8301. Or Hand Deliver at 21 – 23 Market Square Street, Old Magistrate Court, Kimberley or email to: RecruitKIM26-06@dpw.gov.za For Attention: Mr. S Xulu : Bloemfontein Applications: Bloemfontein Regional Office: The Regional Manager, Department of Public Works, P/Bag X 20605, Bloemfontein, 9300 or Hand Delivered to 18 President Brandt Street Bloemfontein 9300 or email to: RecruitBLOEM26-16@dpw.gov.za For Attention: Mr D Manus : Johannesburg Applications: The Regional Manager, Department of Public Works, Private Bag X3, Braamfontein, 2017 or Hand Deliver to No 78 Corner De Beer and Korte, Braamfontein, 2017. Or email to RecruitJHB26-06@dpw.gov.za For Attention: Mr M Mudau
<u>POST 10/312</u>	: <u>ASSISTANT DIRECTOR: CONTRACT MANAGEMENT (SCM) REF NO: 2026/138</u>
<u>SALARY CENTRE REQUIREMENTS</u>	: R468 459 per annum : Bloemfontein Regional Office : A minimum of three-year tertiary qualification (NQF Level 06) in Supply Chain / Procurement/ Logistics / Purchasing or related field. Must be experienced in Public Sector Contract Management. Possession of a valid driver's License. People management and leadership skills. Attention to detail. Good communication skills. Problem solving skills. Analytical skills. Time Management skills. Ability to perform under pressure. Knowledge, understanding and application of relevant applicable acts. Computer Literacy. Essential Knowledge, Skills, And Competencies Required: The successful candidate must have a thorough knowledge of contract management. Knowledge of Supply Chain Management Frameworks such as the Preferential Procurement Policy Framework Act and regulations, Broad-Based Black Economic Empowerment Act (BBBEE), Treasury Practice Notes, and the Constitution of Bid Committees and contracts. Excellent knowledge of Supply Chain Management processes, Government Procurement Systems, policy development, and risk management. Knowledge of policy development and implementation. Knowledge of Organizational and government structures. Knowledge of Government legislation. Knowledge of SCM practice notes, circular and policy frameworks. Knowledge and understanding of the Public Service regulatory framework, e.g., Public Service Act, PFMA, Treasury Regulations, BAS, Public Service Regulations, Labour Relations Act, Occupational Health and Safety Act, Basic Conditions of Employment Act, Skills Development Act, and Service Delivery Frameworks. Understanding of Government budgeting processes. Good working knowledge of SCM administration, Ability to communicate at all levels with relevant stakeholders including Provincial & National Departments, Senior Management, Private Sector Organizations, and Public Entities. Financial and supply chain management skills, Research skills, and knowledge of strategic planning and budgeting. Ability to develop, interpret and apply policies, strategies, and legislation. Planning and organizing skills, Interpersonal skills, Presentation skills, Report-writing skills, Project management. Proficiency in chairing meetings, decision-making skills, and ability to provide leadership Accountability and ethical conduct. Client orientation and customer focus. Problem-solving and analysis. Good working knowledge of contract management processes and techniques.
<u>DUTIES</u>	: Demonstrate experience in a contract management or equivalent role in a procurement environment. Ensure compliant contract administrative activities daily. Monitor contract performance and compliance with the contract stipulations, contract management plan, risk management plan and organisational policies and procedures. Effectively manage contract enquiries, issues, disputes, variations and risks. Draft and maintain a Comprehensive Contract Register as prescribed. Develop and monitor the implementation of contract management policy. Ensure customer satisfaction is a high priority, and stakeholders receive responsive and proactive services. High level of interpersonal skills, including the ability to liaise effectively with a range of stakeholders. Providing expert contract management advice to enable achievement of desired outcomes. Provide advice and support to stakeholders. Research and analyse contract related information including supplier contract reporting and provide reports regarding contract activity and performance.

		Evaluate applications for variations, amendments and cancelations and develop proposals for approval. Undertake dispute resolution and ensure that all documentation is prepared and available to resolve disputes. Maintain proper relationship with suppliers within the code of ethics to ensure deliver off goods/services. Provide leadership, advise, and support to staff within the team. Manage audit processes and implement effective internal controls.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms MD Mabuso Tel No: (051) 408 7444
	:	Bloemfontein Applications: Bloemfontein Regional Office: The Regional Manager, Department of Public Works, P/Bag X20605, Bloemfontein, 9300 or Hand Delivered to 18 President Brandt Street Bloemfontein 9300 or email to: RecruitBLOEM26-17@dpw.gov.za
<u>FOR ATTENTION</u>	:	Mr D Manus
<u>POST 10/313</u>	:	<u>ENGINEERING TECHNOLOGIST PRODUCTION (GRADE A) (MECHANICAL/ ELECTRICAL / STRUCTURAL / CIVIL) REF NO: 2026/139</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R453 576 per annum Mmabatho Regional Office A minimum Bachelor of Technology in Engineering (B-Tech) or relevant qualification. Three years post Qualification Engineering Technologist experience required. Valid Driver's Licence. Compulsory registration with ECSA as Professional Engineering Technologist (Mechanical/ Electrical/ Structural/ Civil). Project management, technical design and analysis knowledge. Research and development. Computer-aided engineering applications. Knowledge of legal compliances. Technical report writing, networking, professional judgement, problem solving and analysis, Decision Making, Team leadership, creativity, Self-Management, Customer focus and responsiveness, communication, computer skills, planning and organizing, People Management.
<u>DUTIES</u>	:	Provide technological advisory services: Support Engineers, Technicians and associates in field, workshop and office activities, Promote safety standards in line with statutory and regulatory requirements, evaluate existing technical manuals, standards drawings and procedure to incorporate new technology. Solve broadly define technological challenges through applications of proven techniques and procedures. Develop, maintain and manage current technologies and identify and optimize technical solutions by applying engineering principles. Perform administrative and related functions: Compile and submit monthly and quarterly reports. Provide inputs to the operational plan. Develop, implement and maintain databases. Research and development: Keep up with new technologies and procedures, Research/literature studies on technical engineering technology to improve expertise. Liaise with relevant boards/councils on engineering-related matters.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr. K Nel Tel No: (018) 386 5291
	:	Mmabatho Applications: Mmabatho Regional Office: The Regional Manager, Department of Public Works and Infrastructure, Private Bag X120, Mmabatho 2735, or hand deliver: 810 Corner Albert Luthuli Drive and Maisantwa Street. Unit 3, Mmabatho or email to: RecruitMBT26-06@dpw.gov.za
<u>FOR ATTENTION</u>	:	Mr. T. Oagile
<u>POST 10/314</u>	:	<u>SENIOR ADMINISTRATIVE OFFICER: PROPERTY LEASING & ACQUISITION MANAGEMENT</u>
<u>SALARY CENTRE</u>	:	R397 116 per annum Pretoria Regional Office Ref No: 2026/140A (X1 Post) Mmabatho Regional Office Ref No: 2026/140B (X1 Post) Durban Regional Office Ref No: 2026/140C (X2 Posts) Cape Town Regional Office Ref No: 2026/140D (X1 Post) Kimberley Regional Office Ref No: 2026/140E (X2 Posts) Johannesburg Regional Office Ref No: 2026/140F (X3 Posts)
<u>REQUIREMENTS</u>	:	A minimum of three-year tertiary qualification (NQF Level 06) in Real Estate Management or related qualification. Relevant experience in the field. A valid driver's license. A sound understanding of property legislations. Public Finance Management Act Financial administration. Procurement directives and procedures. Programme and project planning. Market research. Property economics. Reporting procedures. GIAMA. Property Law. BBBEE. Treasury Regulations. The PIE Act. Skills: Computer literacy. Report writing. Accounts and numeric skills. Analytical thinking. Communication skills. Interpersonal

<u>DUTIES</u>	: skills. Problem solving skills. Organising and planning. Must be prepared to travel. Willing to adapt work schedule in accordance with office requirements. Implement and maintain property acquisition policies, procedures and strategies: Compile procurement submissions and ensure compliance with relevant delegations, lease policies, PFMA. Participate in the compilation of policy documents on acquisition of fixed assets. Compile intervention mechanism on property acquisition. Implement property acquisition process in line with the approved acquisition framework-: Conduct client needs assessment and establish availability of funds for client departments. Make findings regarding offices and procured accommodation in line with client requirements. Provide administration and monitoring of procured accommodation: Confirm if the client still needs the premises prior contract expiration. Conduct new procurement processes in cases where a client still needs accommodation. Render general administration support to the Directorate: Arrange meetings or workshops and prepare relevant documentation. Co-ordinate and monitor the attendance of relevant stakeholders at strategic meetings.
<u>ENQUIRIES</u>	: Pretoria: Ms P Lekgau Tel No: (012) 310 5100 Mmabatho: Ms. J Setlhoke Tel No: (018) 386 5223 Durban Regional Office: Mr. I. van Rooi at (067) 781 8324 Cape Town Regional Office: Ms Ivy Murundwa, at (082) 455 7755 Kimberly Regional Office: Ms WSE Khumalo Tel No: (053) 838 5359 Johannesburg: Mr L Nelwamondo Tel No: (011) 713 6218
<u>APPLICATIONS</u>	: Pretoria Applications: The Regional Manager, Department of Public Works Private Bag X229, Pretoria, 0001 or 251 Skinner AVN Building, Cnr Andries and Skinner Street Pretoria or email to: RecruitPTA26-23@dpw.gov.za For Attention: Ms M. Masubebele Mmabatho Applications: Mmabatho Regional Office: The Regional Manager, Department of Public Works and Infrastructure, Private Bag X 120, Mmabatho 2735, or hand deliver: 810 Corner Albert Luthuli Drive and Maisantwa Street. Unit 3, Mmabatho or email to: RecruitMBT26-07@dpw.gov.za For Attention: Mr. T. Oagile Durban Applications: Durban Regional Office: The Regional Manager, Department of Public Works, Private Bag X54315, Durban, 4000. Hand Deliver at Corner Dr Pixley Kasem and Samora Machel Streets Durban or email to: RecruitDBN26-01@dpw.gov.za For Attention: Ms NS Nxumalo Cape Town Applications: Cape Town Regional Office Applications: The Regional Manager, Department of Public Works and Infrastructure, Private Bag X9027, Cape Town, 8000 or hand deliver at Ground floor, Customs House, Lower Heerengracht Street, Foreshore, Cape Town or email to: RecruitCPT26-36@dpw.gov.za For Attention: Ms C Rossouw Kimberly Applications: The Regional Manager, Department of National Public Works and Infrastructure, Private Bag X5002, Kimberley, 8301. Or Hand Deliver at 21 – 23 Market Square Street, Old Magistrate Court, Kimberley or email to: RecruitKIM26-07@dpw.gov.za Register the application in the book. For Attention: Mr. S Xulu Johannesburg Applications: The Regional Manager, Department of Public Works, Private Bag X3, Braamfontein, 2017 or Hand Deliver to No 78 Corner De Beer and Korte, Braamfontein, 2017. Or email to RecruitJHB26-07@dpw.gov.za For Attention: Mr M Mudau
<u>POST 10/315</u>	: <u>SENIOR PERSONNEL PRACTITIONER: EMPLOYEE HEALTH AND WELLNESS PRACTITIONER REF NO: 2026/141</u>
<u>SALARY CENTRE REQUIREMENTS</u>	: R397 116 per annum : Nelspruit Regional Office : A Degree in Social Science or Industrial Psychology or behavioural related studies. Registration with professional bodies such as SACSSP and HPCSA. Relevant years of experience in field. A valid driver's license and willingness to travel is essential. Willing to adapt work schedule in accordance with professional requirements Knowledge of Employee health and wellness practices, knowledge and understanding of HIV as a developmental issue, 104 specialised knowledge of counselling, people management and empowerment, client orientation and customer focus, Structure and functioning of the Department and the sector. Language proficiency, effective communication, presentation skills, general management and organisational

<u>DUTIES</u>	:	skills, interpretation of policies, ability to undertake research/gather information, ability to work independently.
	:	HIV/AIDS and TB management: Mainstream HIV/AIDS and TB into the core functions of the department; Provide education, awareness and prevention programmes. Plan and conduct regular Health screenings. Distribution of wellness information material and articles. Health and Productivity Management Services: Coordinate Disease Management & Chronic illnesses awareness and education sessions, workshops; Support the department with incapacity cases. Organise Mental Health information sessions and distribution of articles on a regular basis. Liaise and make referrals to Mental Health institutions when required. Occupational Health and Safety Management: create awareness on occupational safety behaviour and provide information related to Injury on duty. Wellness management: Promote work life balance for employees. Provide support to Individuals through Wellness intervention (Psychosocial). Provide counselling to individual employees and their immediate family members. Conduct group counselling sessions for e.g. debriefing or trauma. Provide management with feedback through progress reports on referred cases while maintaining confidentiality. Support and advice managers on handling employees experiencing wellness related challenges. Promote individual Physical Wellness by encouraging sports activities. Plan and conduct retirement sessions. Facilitate and assist in the Medical Health Surveillance of employees placed on hazardous environment.
<u>ENQUIRIES</u>	:	Mr. EK Ngyuza Tel No: (013) 753 6319
<u>APPLICATIONS</u>	:	Nelspruit Applications: Nelspruit Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X11280, Nelspruit, 1200 or Hand Delivered to 30 Brown Street, Nedbank Building Nelspruit, 1200 or email to: RecruitNEL26-08@dpw.gov.za
<u>FOR ATTENTION</u>	:	Mr. EK Ngyuza
<u>POST 10/316</u>	:	<u>SENIOR ADMINISTRATIVE OFFICER: PROPERTY DISPOSALS</u>
<u>SALARY CENTRE</u>	:	R397 116 per annum
	:	Mmabatho Regional Office Ref No: 2026/142A (X1 Post)
	:	Johannesburg Regional Office Ref No: 2026/142B (X2 Posts)
<u>REQUIREMENTS</u>	:	A minimum of three-year tertiary qualification (NQF Level 6) in Real Estate Management, Property Law or related field. Relevant working experience. Knowledge of PFMA, Financial administration, Procurement directives and procedures, Reporting procedures, GIAMA, DISPOSAL ACT, BBBEE, Treasury Regulations, The PIE Act and the Squatter Acts. Skills: Report writing, Accounts and numeric skills, Analytical thinking, Interpersonal skills, Problem solving, Organising and planning skills. A valid driver's license, willingness to travel.
<u>DUTIES</u>	:	Administer the disposal process of redundant and superfluous residential properties. Conduct research to obtain information for the disposal of property and compile reports, provide admin support in redressing of the property ownership problem through Land Reform, Liaise with Regional Land claims commission to check for claims against property to be disposed. Support the monitoring and evaluation of approved projects in the regional offices. Administer financial processes on the disposal of fixed assets, Facilitate the valuation of properties to be disposed, Compile budget review report on property disposal, Administrate the recovery of state funds, Prepare and present quarterly projections to the Supply Chain Management. Supervise employees to ensure an effective service delivery.
<u>ENQUIRIES</u>	:	For Mmabatho: Mr. B Ntsonga Tel No: (018) 386 5267 For Johannesburg: Ms T Ngobeni Tel No: (012) 406 1154
<u>APPLICATIONS</u>	:	<u>Mmabatho Applications:</u> Mmabatho Regional Office: The Regional Manager, Department of Public Works and Infrastructure, Private Bag X120, Mmabatho 2735, or hand deliver: 810 Corner Albert Luthuli Drive and Maisantwa Street. Unit 3, Mmabatho or email to: RecruitMBT26-08@dpw.gov.za For Attention: Mr. T Oagile
	:	<u>Johannesburg Applications:</u> The Regional Manager, Department of Public Works, Private Bag X3, Braamfontein, 2017 or Hand Deliver to No 78 Corner De Beer and Korte, Braamfontein, 2017. Or email to RecruitJHB26-08@dpw.gov.za For Attention: Mr M Mudau

POST 10/317 : **SENIOR STATE ACCOUNTANT: FINANCIAL ACCOUNTING REF NO: 2026/143**

SALARY : R397 116 per annum
CENTRE : Mmabatho Regional Office
REQUIREMENTS : A minimum of three-year tertiary qualification (NQF Level 06) in (Management Accounting, Financial Management or related qualifications. Relevant working experience in the field. Knowledge of PFMA, Treasury Regulations, Financial delegations and applicable financial management legislation, Compiling of report, Financial Systems, Transversal Systems (PMIS and SAGE). Excellent Computer Skills in MS Excel, Power point and MS Words. Data analysis techniques. Numeracy and accounting skills, Good Report Writing Skills. Ability to communicate at all levels. Effective Communication skills (verbal & written). Decision Making Skills. Advanced Interpersonal and diplomacy skills. Ability to work under stressful situations and deadline driven. Willingness to travel and a valid driver's license.

DUTIES : Compiling monthly reconciliations of debtors and all claims. Compiling and issuing of claims and statements to debtors. Follow up all outstanding balances due to the department. Allocation of monies received. Clearing of suspense accounts. Ensure effective control and safekeeping of records and documentation related to payments (invoices and receipts). Administrate and institute actions regarding outstanding monies due to the Department. Liaise with state law advisors, legal and tracing agents for the institution of legal actions against debtors for monies outstanding. Provide administrative and supervisory services to support effective functioning of the sub-directorate. Supervise subordinates and ensure performance management and development.

ENQUIRIES : Ms. K Gaotime, Tel: (018) 386 5358
APPLICATIONS : Mmabatho Applications: Mmabatho Regional Office: The Regional Manager, Department of Public Works and Infrastructure, Private Bag X 120, Mmabatho 2735, or hand deliver: 810 Corner Albert Luthuli Drive and Maisantwa Street. Unit 3, Mmabatho or email to: RecruitMBT26-09@dpw.gov.za

FOR ATTENTION : Mr. T Oagile

POST 10/318 : **CHIEF WORKS MANAGER: ELECTRICAL REF NO: 2026/144**

SALARY : R397 116 per annum
CENTRE : Cape Town Regional Office
REQUIREMENTS : A minimum of three-year tertiary qualification (NQF Level 06) in the Electrical Engineering discipline with relevant extensive technical experience, OR (N3 plus a passed trade test in the relevant environment, and 3-5 years related technical experience). A valid driver's license. Wire man license will be additional advantage. Ability to plan, organize and manage resources. Computer literacy. Knowledge and understanding of the Public Finance Management Act (PFMA), Occupational Health and Safety Act (OHSA), National Building Regulations, Environment Conservation Act as well as the Government Procurement System. Proven knowledge and understanding of estimating and scheduling techniques. Willingness to travel and work irregular hours. Sound analytical and good written and verbal communication skills. Registration with a professional body will serve as an advantage.

DUTIES : Manage minor projects, unplanned maintenance, building condition surveys and the asset register with reference to Electrical works, do site inspections and reports on leased buildings, assist in site handovers, first and final deliveries including the close out reports, facilitate negotiations with contractors, compile the scopes of work and prepare specifications estimates, ensure all work executed complies with PW 371 standards and specifications, compile technical reports.

ENQUIRIES : Mr. Ailwei Nekhwevha Tel No: (021) 402 2301
APPLICATIONS : Cape Town 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 Building, Lower Heerengracht Street, Cape Town or email to: RecruitCPT26-37@dpw.gov.za

FOR ATTENTION : Ms. C Rossouw

POST 10/319 : **SENIOR INTERNAL AUDITOR REF NO: 2026/145**

SALARY : R397 116 per annum

<u>CENTRE REQUIREMENTS</u>	:	Cape Town Regional Office
	:	A minimum of three-year tertiary qualification (NQF Level 06) in Internal Auditing/Accounting. Appropriate experience in auditing. Knowledge Of: Internal Audit Charter, Internal Audit Methodology, IIA Global Internal Audit Standards, Treasury Regulations. A completed or study towards an Internal Audit Technician (AT) will be an added advantage. Skills: Proficient in computer literacy, numeracy, advanced communication (verbal and written), advanced report writing, organisation and co-ordination, analytical thinking, ability to assess and analyse information and make relevant findings. Personal attributes: integrity, tenacity, honesty, diligence, avoid conflict of interest in performing duties, exercise prudence with confidential information, innovation. A valid driver's license is a requirement.
<u>DUTIES</u>	:	Provide inputs during the development of Internal Audit Strategic Plans. Identify and analyse critical risks from the Department's Risk Management plan that requires Internal Audit Activity focus and the controls put in place to mitigate them. Conduct audit risk assessments to determine the priorities of the Internal Audit consistent with the organisation's goals. Provide inputs during the development of the Internal Audit Operational plan. Determine focus areas for IA activities. Determine IA scope in relation to the scheduled assignments. Conduct the Internal Audit Activity. Perform activities of the IAA at each level of operation to ensure that they are consistently performed in accordance with the IIA's standards. Conduct reviews as per approved annual plan and/or approved ad-hoc requests. Monitor the implementation of recommendations by management. Report on the internal audit activity's engagement findings and conclusions. Provide secretarial services to the audit team as and when required. Render administrative support services. Administer the co-sourcing activities within the Directorate/Regional Office. Mentor and supervise interns and junior auditors. Ensure the effective flow of information and documents to and from the office. Ensure the safekeeping of all documentation in the office in line with relevant legislation and policies. Obtain inputs, collate and compile reports, e.g. progress reports, monthly reports and management reports. You will be regularly required to travel to conduct site visits.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr. T Shenxane Tel No: (012) 406 1158
	:	Cape Town 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 Building, Lower Heerengracht Street, Cape Town or email to: RecruitCPT26-38@dpw.gov.za
<u>FOR ATTENTION</u>	:	Ms. C Rossouw
<u>POST 10/320</u>	:	<u>SENIOR ADMIN OFFICER: SCM DEMAND MANAGEMENT REF NO: 2026/146</u>
<u>SALARY</u>	:	R397 116 per annum
<u>CENTRE REQUIREMENTS</u>	:	Bloemfontein Regional Office
	:	A minimum of three-year tertiary qualification (NQF Level 06) in Supply Chain Management/Public Procurement /Purchasing Management /Public Management /Public Administration /Logistics Management /Financial Management. Relevant experience in Procurement/Supply Chain Management and Supervisory experience. Knowledge of Supply Chain Management Framework, the PFMA and Treasury Regulations, PPPFA, Prescripts on CIDB and understanding of Advertising process, Suppliers Database Management, Scheduling of the Bid Committees and committee secretarial functions and Reporting at Regional level, good communication skills- written and verbal. Knowledge of government procurement systems, Computer literacy (MS Office packages). Strong communication at regional level. People management. Relevant research skills. Organizational management. Performance management. Knowledge and application of relevant procurement legislation \ policies. Valid driver's licence.
<u>DUTIES</u>	:	Conduct a market and industry analysis, consult with relevant stakeholders to determine their challenges, opportunities and risks, review previous procurement and identify the frequency of needs. Analyse the identified needs in line with Supply Chain strategy, collect data commodity analysis and checking for alternatives, contribute to determining and developing products proposals for implementation based on the results of the research. Facilitate the process of developing the Departmental Annual Procurement Plan, Facilitate and advice on the process of drafting specifications/terms of

reference, Provide secretariat support to the relevant Committees. Ensure compliance with prescript requirements to all submissions. Perform quality control on the work delivered by SCM clerks. Provide information on audit queries. Update the relevant database. Supervise and Manage staff work performance. Perform any other assigned duties in relation to the implementation of the supply chain management.

ENQUIRIES : Ms MD Mabuso Tel No: (051) 408 7444
APPLICATIONS : Bloemfontein Applications: The Regional Manager, Department of Public Works, P/Bag X20605, Bloemfontein, 9300 or Hand Delivered to 18 President Brandt Street, Bloemfontein, 9300 or email to: RecruitBLOEM26-18@dpw.gov.za

FOR ATTENTION : Mr D Manus

POST 10/321 : **SUPERVISOR: CLEANING SERVICES REF NO: 2026/147 (X8 POSTS)**
(Re-advertisement for Ref No: 2026/92, PSVC 08 of 2026: People who previously applied must re-apply)

SALARY : R193 359 per annum
CENTRE : Pretoria Regional Office
REQUIREMENTS : A minimum of Grade 09/ ABET level 4. Knowledge of Garden maintenance practices. Office Administration Operating horticultural equipment. Occupational health and safety. Personnel practices. Labour Relations Act.

DUTIES : Manage and control equipment and materials: identify resource requirements and special operational needs. monitor the condition and availability of equipment. Ensure replacement or repair of faulty/outdated equipment. Supervise the provisioning of housekeeping, cleaning, safeguarding & maintenance services: Ensure cleanliness, tidiness, hygiene and safety of all areas allocated for cleaning. Perform administration functions associated to housekeeping & cleaning services. Identify hazards in the buildings/offices related to fire and electricity. Perform physical inspection of cleaned areas:- Ensure the removal of refuse in the offices and around the buildings. Ensure the inspection of logistics and physical environment to ensure clean maintained environment adherence to OHS. Perform general supervision and support the administration of the Section: Identify staff requirements in terms of training and development. Review employees' performance.

ENQUIRIES : Mr S. Kutu Tel No: (012) 310 5993
APPLICATIONS : Pretoria Applications: The Regional Manager, Department of Public Works Private Bag X229, Pretoria, 0001 or 251 Nana Sita AVN Building, Cnr Thabo Sehume and Nana Sita Street Pretoria. Or email to RecruitPTA26-24@dpw.gov.za

FOR ATTENTION : Ms M. Masubelele

POST 10/322 : **SUPERVISOR: GROUNDS SERVICES REF NO: 2026/148**
(Re-advertisement for Ref No: 2026/94, PSVC 08 of 2026: People who previously applied must re-apply)

SALARY : R193 359 per annum
CENTRE : Pretoria Regional Office
REQUIREMENTS : A minimum ABET level 4. Knowledge of Garden maintenance practices; Office Administration. Operating horticultural equipment; Occupational health and safety; Personnel practices. Labour Relations Act. Effective communication skills.

DUTIES : Manage and control equipment and materials:- Identify resource requirement and special operational needs. Monitor the condition and availability of equipment. Ensure the maintenance/servicing of equipment and other outdoor maintenance tasks:- Prepare, implement and monitor maintenance schedules. Ensure that weeds and grass on bedding are removed. Supervise the fertilisation of soil on flower beds. Perform physical inspection of worked ground areas:- Ensure the removal of garden rubbish/refuse around buildings. Ensure the inspection of logistics and physical environment to ensure clean maintained environment adherence to OHS. Perform general supervision and support the administration of the Section. Identify staff requirements in terms of training and development. Assist with performance reviews of subordinates. Support the administration of human resources.

ENQUIRIES : Mr L. Nel Tel No: (012) 342 2033
APPLICATIONS : Pretoria Applications: The Regional Manager, Department of Public Works Private Bag X229, Pretoria, 0001 or 251 Nana Sita AVN Building, Cnr Thabo

Sehume and Nana Sita Street Pretoria. Or email to RecruitPTA26-25@dpw.gov.za

FOR ATTENTION : Ms M. Masubelele

POST 10/323 : **SUPERVISOR: GROUNDS SERVICES REF NO: 2026/149**
(Re-advertisement for Ref No: 2026/95, PSVC 08 of 2026: People who previously applied must re-apply)

SALARY : R193 359 per annum
CENTRE : Gqeberha Regional Office
REQUIREMENTS : A minimum of Grade 09/ ABET level 4. valid driver's license code B and be prepared for extensive travel; Knowledge on horticulture practices and agricultural remedies; health and safety; personnel practices; operating and maintaining horticultural implements and equipment; office administration and reporting skills; effective communication (written and verbal) adapt work schedule in accordance to office requirements; numeracy and computer literacy; ability to work with various stake holders at varied levels; planning and co-ordination; problem solving and diplomacy. A valid pest control certificate. Chainsaw competency certificate and knowledge of environmental legislation will be added advantage.

DUTIES : Support the administration of the section, assess, supervise and co-ordinate horticulture staff in carrying out the service. Ensure the quality of work and adherence to safety requirements, transporting staff, equipment and materials to various sites. Identify resources requirements as per operational needs, replenishment and distribution of materials; monitor the condition of equipment and ensure servicing and repairs. Compile monthly reports. Advantageous: Valid PCO: Chainsaw competency certificate. Display knowledge of Environmental Legislation.

ENQUIRIES : Mr. S. Mda Tel No: (041) 408 2357
APPLICATIONS : Gqeberha Applications: The Regional Manager, Department of Public Works, Private Bag X3913, Port Elizabeth, 6000 or Hand Deliver at Eben Donges Building Corner Hancock and Robert Street, North End, Port Elizabeth. Or email to: RecruitPE26-15@dpw.gov.za

FOR ATTENTION : Ms PT Buwa

POST 10/324 : **SUPERVISOR: GROUNDS SERVICES: HORTICULTURE: FACILITIES MANAGEMENT REF NO: 2026/150**
(Re-advertisement for Ref No: 2026/96, PSVC 08 of 2026: People who previously applied must re-apply)

SALARY : R193 359 per annum
CENTRE : Cape Town Regional Office (Rondebosch)
REQUIREMENTS : A minimum of Grade 09/ ABET level 4. Have exposure in dealing with people of high profile like judges and magistrates. Be able to handle a large staff component. Knowledge: Garden maintenance practices, Occupational Health and Safety, operating horticultural machinery and equipment. Skills: Conflict resolution, effective communication and problem-solving skills. Have a valid driver's license with PDP and be prepared to travel. Willing to adapt work schedule in accordance to office requirements.

DUTIES : The Supervision of personnel and horticultural. Manage and control equipment and material. Supervise and ensure maintenance of garden and flower beds and other outdoor maintenance. Special request for long distances and plot clearing and firebreaks. Delegation/ implementation of landscaping duties. Garden Maintenance. Notification of problem areas to supervisors. Oversee /maintain plot and fire break clearing. Site Inspection of vacant state property. Special indications/duties manage plant decorations and flower arrangements as requested. Nursery maintenance. Perform general supervision and support the administration of the section. Supervise of plot clearing and firebreaks.

ENQUIRIES : Ms. E. Bessick Tel No: (021) 402 2407
APPLICATIONS : Cape Town Applications: Cape Town Regional Office Applications: The Regional Manager, Department of Public Works and Infrastructure, Private Bag X9027, Cape Town, 8000. Or Hand Deliver at Ground floor, Customs House, Lower Heerengracht Street, Cape Town. Or email to RecruitCPT26-39@dpw.gov.za

FOR ATTENTION : Ms. C Rossouw

- POST 10/325** : **SUPERVISOR: CLEANING SERVICES REF NO: 2026/151 (X4 POSTS)**
(Re-advertisement for Ref No: 2026/97, PSVC 08 of 2026: People who previously applied must re-apply)
- SALARY** : R193 359 per annum
CENTRE : Johannesburg Regional Office
REQUIREMENTS : A minimum of Grade 09/ ABET level 4. Must be prepared to travel, willing to adapt work schedule in accordance with office requirements, exposure to hazardous working conditions. Knowledge of types and purposes of cleaning materials. Cleaning procedures. Operating cleaning equipment. Occupational health and safety, Labour Relations Act. Skills: Effective communication skills; numeracy; computer literacy; observation abilities; Ability to work with consultants, professionals and staff at various levels, ability to work independently.
- DUTIES** : Supervise cleaning services rendered-co-ordinate cleaning services; ensure the inspection of logistics and physical environments to ensure hygiene and cleanliness; supervise cleaning staff; compile cleaning reports. Effectively manage and control equipment and materials-identify resource requirements and special operational needs; monitor the condition and availability of cleaning equipment; ensure the maintenance/servicing of equipment; ensure the replenishment and distribution of cleaning equipment and materials; maintain the material register. Support the administration of the Section-identify staff requirements; support the administration of human resources; assess the performance of supervisors and cleaners; receive and submit leave of supervisors and cleaners.
- ENQUIRIES** : Mr K Muthivheli Tel No: (011) 713 6079
APPLICATIONS : Johannesburg Applications: The Regional Manager, Department of Public Works, Private Bag X3, Braamfontein, 2017 or Hand Deliver to No 78 Corner De Beer and Korte, Braamfontein, 2017. Or email to RecruitJHB26-09@dpw.gov.za
- FOR ATTENTION** : Mr M Mudau
- POST 10/326** : **TRADESMAN AID REF NO: 2026/152 (X15 POSTS)**
(Re-advertisement for Ref No: 2026/99, PSVC 08 of 2026: People who previously applied must re-apply)
- SALARY** : R163 680 per annum
CENTRE : Pretoria Regional Office
REQUIREMENTS : A minimum of Grade 10 certificate or equivalent. Operation of equipment, tools and chemicals; Technical maintenance; Occupational health and safety. Operation of machinery Interpersonal skills. Effective communication.
- DUTIES** : Provide assistance in the maintenance of facilities-Assist with checking and reporting of faults. Assist Artisans with obtaining quotations related equipment and materials required. Provide support with testing and basic repairs of equipment and/or facilities as directed. Maintain workshop tools and equipment. Detect and report malfunctioning of workshop equipment and tools. Repair minor defects of equipment and tools. Maintain good housekeeping of the workshop:- Maintain an organised working environment to avoid slip and trip risks. Ensure correct marking, storage of all maintenance material. Ensure adherence and compliance with occupational and health standards and the occupational health and safety acts. Report challenges encountered on site. Ensure proper usage of protective clothing.
- ENQUIRIES** : Mr S. Kutu Tel No: (012) 310 5993
APPLICATIONS : Pretoria Applications: The Regional Manager, Department of Public Works Private Bag X229, Pretoria, 0001 or 251 Nana Sita AVN Building, Cnr Thabo Sehume and Nana Sita Street Pretoria. Or email to RecruitPTA26-26@dpw.gov.za
- FOR ATTENTION** : Ms M. Masubelele
- POST 10/327** : **TRADESMAN AID REF NO: 2026/153 (X2 POSTS)**
(Re-advertisement for Ref No: 2026/102, PSVC 08 of 2026: People who previously applied must re-apply)
- SALARY** : R163 680 per annum
CENTRE : Polokwane Regional Office (AFB Hoedspruit)
REQUIREMENTS : A minimum of Grade 10 certificate or equivalent. (N3/ NCV 4 in Engineering Studies will serve as an advantage). Good interpersonal skills, basic

- communication and literacy. Ability to perform routine tasks. (Knowledge of building materials and equipment will be an added advantage).
- DUTIES** : Assist Artisans with regards to repair and maintenance work, taking care of hand tools, machines and electric tools, perform minor repair and maintenance work, identify repair and maintenance needs, carrying, loading and unloading of tools as well as materials, check faults for repair and maintenance required. Operate water purification and waste water treatment plants. Maintain good housekeeping of the workshop and plant rooms.
- ENQUIRIES APPLICATIONS** : Mr. A. Radebe Tel No: (015) 291 6440
: Polokwane 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. Or email to RecruitPLK26-07@dpw.gov.za
- FOR ATTENTION** : Mr. NJ Khotsa
- POST 10/328** : **DRIVER OPERATOR: WORKSHOP REF NO: 2026/154 (X4 POSTS)**
(Re-advertisement for Ref No: 2026/103, PSVC 08 of 2026: People who previously applied must re-apply)
- SALARY CENTRE REQUIREMENTS** : R163 680 per annum
: Pretoria Regional Office
: A minimum Grade 10 or equivalent and a valid Code 08 and/or Code 10 driver's licence. knowledge of Minimum Information Security Standards (MISS) Act, basic literacy; basic numeracy. The National Road Traffic Act Regulations. Effective communication (verbal and written); interpersonal relations; planning of work processes; time management; driving skills.
- DUTIES** : Transport work teams and materials/equipment to sites- Complete vehicle logbook, trip authorization for the vehicle. Pick-up and drop off workers from various areas as assigned. Verify the types of materials being loaded on vehicle. Perform other driver-related services. Drive departmental officials, clients and visitors as may be requested. Interact with officials in a professional manner. Receive items and documents for transport and ensure that they are safely transported to their destinations. Take proper care of the assigned departmental vehicle. Perform daily inspections on all assigned vehicles, at the beginning of each shift. Ensure that all assigned vehicles are clean and maintained and that any need for repairs is outlined and reported. Safely drive assigned office vehicles by following set rules and regulations. Perform general administrative activities. Ensure schedules are updated. Make copies of relevant documents. Ensure that all the relevant documents are filed.
- ENQUIRIES APPLICATIONS** : Mr S. Kutu Tel No: (012) 310 5993
: Pretoria Applications: The Regional Manager, Department of Public Works Private Bag X229, Pretoria, 0001 or 251 Nana Sita AVN Building, Cnr Thabo Sehume and Nana Sita Street Pretoria. Or email to RecruitPTA26-27@dpw.gov.za
- FOR ATTENTION** : Ms M. Masubelele
- POST 10/329** : **DRIVER OPERATOR: CLEANING REF NO: 2026/155 (X2 POSTS)**
Re-advertisement for Ref No: 2026/104, PSVC 08 of 2026: People who previously applied must re-apply)
- SALARY CENTRE REQUIREMENTS** : R163 680 per annum
: Pretoria Regional Office
: A minimum Grade 10 or equivalent and a valid Code 08 and/or Code 10 driver's licence. knowledge of Minimum Information Security Standards (MISS) Act, basic literacy; basic numeracy. The National Road Traffic Act Regulations. Effective communication (verbal and written); interpersonal relations; planning of work processes; time management; driving skills.
- DUTIES** : Transport work teams and materials/equipment to sites- Complete vehicle logbook, trip authorization for the vehicle. Pick-up and drop off workers from various areas as assigned. Verify the types of materials being loaded on vehicle. Perform other driver-related services. Drive departmental officials, clients and visitors as may be requested. Interact with officials in a professional manner. Receive items and documents for transport and ensure that they are safely transported to their destinations. Take proper care of the assigned departmental vehicle. Perform daily inspections on all assigned vehicles, at the beginning of each shift. Ensure that all assigned vehicles are clean and maintained and that any need for repairs is outlined and reported. Safely drive

assigned office vehicles by following set rules and regulations. Perform general administrative activities. Ensure schedules are updated. Make copies of relevant documents. Ensure that all the relevant documents are filed.

ENQUIRIES : Mr S. Kutu Tel No: (012) 310 5993
APPLICATIONS : Pretoria Applications: The Regional Manager, Department of Public Works Private Bag X229, Pretoria, 0001 or 251 Nana Sita AVN Building, Cnr Thabo Sehume and Nana Sita Street Pretoria. Or email to RecruitPTA26-28@dpw.gov.za

FOR ATTENTION : Ms M. Masubelele

POST 10/330 : **SECURITY OFFICER: SECURITY MANAGEMENT REF NO: 2026/156 (X3 POSTS)**
 Re-advertisement for Ref No: 2026/106, PSVC 08 of 2026: People who previously applied must re-apply)

SALARY : R163 680 per annum
CENTRE : Pretoria Regional Office
REQUIREMENTS : A minimum NQF level 03 plus Grade E, D and C (PSIRA). Basic communication, client liaison, basic security training, utilisation of firefighting equipment, evacuation processes. Knowledge of legislative framework, Control of Access to Public Premises and Vehicles Act 53 of 1985. OHS & 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.

DUTIES : To provide physical security services at Pretoria Regional Office buildings. To protect the lives, property assets and interest of department at the Pretoria 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 Applications: The Regional Manager, Department of Public Works Private Bag X229, Pretoria, 0001 or 251 Nana Sita AVN Building, Cnr Thabo Sehume and Nana Sita Street Pretoria. Or email to RecruitPTA26-29@dpw.gov.za

FOR ATTENTION : Ms M. Masubelele

POST 10/331 : **DRIVER REF NO: 2026/157**
 Re-advertisement for Ref No: 2026/105, PSVC 08 of 2026: People who previously applied must re-apply)

SALARY : R163 680 per annum
CENTRE : Johannesburg Regional Office
REQUIREMENTS : A minimum Grade 10 or equivalent and a valid Code 08 and/or Code 10 driver's licence. Knowledge of Minimum Information Security Standards (MISS) Act, basic literacy, basic numeracy. Skills: Effective communication (verbal and written), interpersonal relations, planning of work processes, time management, driving skills. Personal Attributes: Hard working, trustworthy, punctuality, accuracy, polite, helpful, honesty and flexibility.

DUTIES : Collect cleaning materials, cleaning machines, and documentation and deliver to specified persons/ destinations. Drive departmental officials and visitors as may be requested. Interact with officials in a professional manner. Receive items and documents for transport and ensure that they are safely transported to their destinations. Complete transport schedule regarding trips travelled. Ensure that all assigned vehicles are clean and maintained and that any need for repairs is outlined and reported. Safely drive assigned office vehicles by following set rules and regulations. Report any accidents, injuries, and vehicle damage. Support Facilities Management related activities.

ENQUIRIES : Mr KC Muthivheli Tel No: (011) 713 6097

APPLICATIONS : Johannesburg Applications: The Regional Manager, Department of Public Works, Private Bag x3 Braamfontein, 2017 or Hand Deliver to No 78 Corner De Beer and Korte, Braamfontein, 2017. Or email to RecruitJHB26-10@dpw.gov.za

FOR ATTENTION : Mr M Mudau

POST 10/332 : **CLEANER: CLEANING SERVICE REF NO: 2026/158 (X13 POSTS)**
Re-advertisement for Ref No: 2026/107, PSVC 08 of 2026: People who previously applied must re-apply)

SALARY CENTRE REQUIREMENTS : R138 486 per annum
: Nelspruit Regional Office
: A minimum Grade 09 /ABET level 4 or equivalent qualifications. No experience required. Good interpersonal skills, basic communication and literacy. Ability to perform cleaning routine tasks. Knowledge of usage of cleaning materials and equipment.

DUTIES : Cleaning court and cells, cleaning toilets, basins and wall tiles, empty and wash floors. Sweeping passages, floors, offices and pavements. Scrubbing, moping and polishing floors. Dust and polish furniture. Cleaning windows, doors and walls, vacuuming offices and stripping floors.

ENQUIRIES APPLICATIONS : Ms E Nkwinika Tel No: (013) 753 6396
: Nelspruit Applications: Nelspruit Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X11280, Nelspruit, 1200 or Hand Deliver to No 30 Brown Street Nedbank Building 9th Floor. Or email to RecruitNEL26-09@dpw.gov.za

FOR ATTENTION : Mr EK Nguyuzza

POST 10/333 : **CLEANER: CLEANING SERVICES REF NO: 2026/159 (X23 POSTS)**
Re-advertisement for Ref No: 2026/108, PSVC 08 of 2026: People who previously applied must re-apply)

SALARY CENTRE REQUIREMENTS : R138 486 per annum
: Pretoria Regional Office
: A minimum Grade 09 /ABET level 4 or equivalent qualifications. No experience required. Knowledge of cleaning practices. Knowledge of operating cleaning equipment. Occupational health and safety. Operation of machinery. Interpersonal skills. Basic literacy. Technical skills. Planning and organizing. Accuracy. Effective communication.

DUTIES : Clean the buildings: Empty dustbins. Dust and polish wood tables and other wooden furniture. Refill water bottles with fresh water. Clean windows and walls. Wash floors and vacuum carpets. Clean toilets: Deep cleaning of toilets. Refill toilets dispensers with toilet papers and hands washing soap. Wash toilet floors. Clean kitchens: Wash kitchen floors. Cleaning of kitchen utensils. Assist with tea and coffee during forums and other meetings. Render assistance regarding the general safety of buildings: Report defects encountered during cleaning. Alert working staff of slippery floors and stairs. Alert supervisor of failed light bulbs and locks not working.

ENQUIRIES APPLICATIONS : Mr S. Kutu Tel No: (012) 310 5993
: Pretoria Applications: The Regional Manager, Department of Public Works Private Bag X229, Pretoria, 0001 or 251 Nana Sita AVN Building, Cnr Thabo Sehume and Nana Sita Street Pretoria. Or email to RecruitPTA26-30@dpw.gov.za

FOR ATTENTION : Ms M. Masubelele

POST 10/334 : **CLEANER: CLEANING SERVICES REF NO: 2026/160 (X6 POSTS)**
(Re-advertisement for Ref No: 2026/109, PSVC 08 of 2026: People who previously applied must re-apply)

SALARY CENTRE REQUIREMENTS : R138 486 per annum
: Gqeberha Regional Office
: A minimum Grade 09 /ABET level 4 or equivalent qualifications. No experience required. Good interpersonal skills, basic communication and literacy. Ability to perform cleaning routine tasks. Knowledge on usage of cleaning materials and equipment.

DUTIES : Cleaning court offices and cells. Cleaning toilets, basins and wall tiles, empty and wash dustbins. Sweeping passages, floors, offices and pavements.

Scrubbing, moping and polishing floors. Dust and polish furniture cleaning windows, doors and walls, vacuuming offices and stripping floors.

ENQUIRIES APPLICATIONS : Mr. VR. Maqetuka Tel No: (041) 408 2199
: Gqeberha Applications: The Regional Manager, Department of Public Works, Private Bag X3913, Port Elizabeth, 6000 or Hand Deliver at Eben Donges Building Corner Hancock and Robert Street, North End, Port Elizabeth. Or email to: RecruitPE26-16@dpw.gov.za

FOR ATTENTION : Ms PT Buwa

POST 10/335 : **CLEANERS (X9 POSTS)**
(Re-advertisement for Ref No: 2026/110, PSVC 08 of 2026: People who previously applied must re-apply)

SALARY CENTRE : R138 486 per annum
: Polokwane Regional Office
Lephalale Magistrate Court Ref No: 2026/161A (X1 Post)
Mookgophong Magistrate Office Ref No: 2026/161B (X2 Posts)
Moutse Magistrate Court Ref No: 2026/161C (X1 Post)
Bochum Magistrate Court Ref No: 2026/161D (X1 Post)
Sibasa Regional Court Ref No: 2026/161E (X1 Post)
Vuwani Magistrate Court Ref No: 2026/161F (X2 Posts)
Dzanani Magistrate Court Ref No: 2026/161G (X1 Post)

REQUIREMENTS : A minimum Grade 09 /ABET level 4 or equivalent qualifications. No experience required. Good interpersonal skills, basic communication and literacy. Ability to perform routine cleaning tasks. Ability to work physically for long hours. Exposure to cleaning chemicals and hazardous working conditions. Ability to handle cleaning equipment and conduct stock count.

DUTIES : The effective cleaning of buildings-: Empty dustbins, Dust and polish wood tables and other wooden furniture, Refill water bottles with fresh water, Clean windows and walls, Wash floors and vacuum carpets. The effective cleaning of toilets-: Deep cleaning of toilets, Refill toilets dispensers with toilet papers and hands washing soap, Wash toilet floors. The effective cleaning of kitchens- Wash kitchen floors, Cleaning of kitchen utensils, Assist with tea and coffee during forums and other meetings. The rendering of assistance regarding the general safety of buildings- report defects encountered during cleaning, Alert working staff of slippery floors and stairs, Alert supervisor of failed light bulbs and locks not working.

ENQUIRIES APPLICATIONS : Mr M.P. Morudu, Tel: (015) 291 6386
: Polokwane 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. Or email to RecruitPLK26-08@dpw.gov.za

FOR ATTENTION : Mr. NJ Khotsa

POST 10/336 : **GROUNDSMAN REF NO: 2026/162 (X12 POSTS)**
(Re-advertisement for Ref No: 2026/111, PSVC 08 of 2026: People who previously applied must re-apply)

SALARY CENTRE : R138 486 per annum
: Pretoria Regional Office

REQUIREMENTS : A minimum Grade 09 /ABET level 4 or equivalent qualifications. No experience required. Knowledge of Garden maintenance practices. Operating horticultural equipment. Occupational health and safety. Operation of machinery. Interpersonal skills. Basic literacy. Effective communication.

DUTIES : Maintain premises and surroundings: Clean premises and surroundings. Empty dirt bin. Maintain the garden: Water the garden. Prune and trim flowers and trees. Mow the grass. Remove weeds and garden refuse. Apply insecticides. Remove dead flowers and plants. Cultivate the soil for trees and flowers. Maintain gardening equipment and tools: Detect and report malfunctioning of gardening equipment and tools. Repair minor defects of gardening equipment and tools. Clean protective equipment Ensure adherence and compliance with occupational and health standards and the occupational health and safety acts: Report challenges encountered on site. Ensure proper usage of protective clothing.

ENQUIRIES APPLICATIONS : Mr. S. Kutu Tel No: (012) 310 5993
: Pretoria Applications: The Regional Manager, Department of Public Works Private Bag X229, Pretoria, 0001 or 251 Nana Sita AVN Building, Cnr Thabo

Sehume and Nana Sita Street Pretoria. Or email to RecruitPTA26-31@dpw.gov.za

FOR ATTENTION : Ms M. Masubelele

POST 10/337 : **GROUNDSMAN REF NO: 2026/163**
 (Re-advertisement for Ref No: 2026/112, PSVC 08 of 2026: People who previously applied must re-apply)

SALARY : R138 486 per annum
CENTRE : Nelspruit Regional Office (Wakkersroom)
REQUIREMENTS : A minimum Grade 09 /ABET level 4 or equivalent qualifications. No experience required. Good communication, leadership and organizational skills.

DUTIES : Maintain premises and surroundings: -Clean premises and surroundings. Empty dirt bin. Maintain the garden: -Water the garden. Prune and trim flowers and trees. Mow the grass. Remove weeds and garden refuse. Apply insecticides. Remove dead flowers and plants. Cultivate the soil for trees and flowers. Maintain gardening equipment and tools: Detect and report malfunctioning of gardening equipment and tools. Repair minor defects of gardening equipment and tools. Clean protective equipment Ensure adherence and compliance with occupational and health standards and the occupational health and safety acts: Report challenges encountered on site. Ensure proper usage of protective clothing

ENQUIRIES : Mr J E Mkhari Tel No: (013) 753 6347
APPLICATIONS : Nelspruit Applications: Nelspruit Regional Applications: The Regional Manager, Department of Public Works and Infrastructure, Private Bag X11280, Nelspruit, 1200. Physical Address: 30 Brown Street, Nedbank Building, 9th floor, Nelspruit. Or email to RecruitNEL26-10@dpw.gov.za

FOR ATTENTION : Mr EK Nguyuzza