

DEPARTMENT OF WATER AND SANITATION

- APPLICATIONS** : All applications to be submitted online on the following link:
<https://erecruitment.dws.gov.za/>
- CLOSING DATE** : 24 July 2026
- NOTE** : Interested applicants must submit their applications via the online link https://erecruitment.dws.gov.za Other related documentation such as copies of qualifications, identity documents, driver's license etc need not to accompany the application when applying for a post as such documentation must only be produced by shortlisted candidates during the interview date in line with DPSA circular 19 of 2022. With reference to applicants bearing professional or occupational registration, fields provided in Part B on the online Z83 must be completed as these fields are regarded as compulsory. Failure to complete or disclose all required information will automatically disqualify the applicant. No late applications will be accepted. Shortlisted candidates will be subjected to suitability checks (SAQA verification, reference checks criminal and credit checks). SAQA evaluation certificate must accompany foreign qualifications (only when shortlisted). Applications that do not comply with the above-mentioned requirements will not be considered. All shortlisted candidates for SMS posts will be subjected to a technical exercise and interview. Following the technical exercise and interview, a maximum of three (3) SMS candidates will undergo psychometric assessments to assess cognitive capabilities, behavioural preferences, emotional intelligence, and integrity. A pre-entry certificate obtained from the National School of government is required prior to the appointment. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. Candidates will be required to complete a financial disclosure form and undergo security clearance. Foreigners or dual citizenship holders must provide a police clearance certificate from country of origin (only when shortlisted). The Department of Water Sanitation is an equal opportunity employer. In the filling of vacant posts, the objectives of section 195 (1) (i) of the Constitution of South Africa, 1996 (Act No: 108 of 1996) the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act No: 55 of 1998) and relevant Human Resources policies of the Department will be taken into consideration. Correspondence will be limited to short-listed candidates only. If you do not hear from us within three (3) months of this advertisement, please accept that your application has been unsuccessful. Faxed applications will not be considered. The department reserves the right not to fill these positions. Women and persons with disabilities are encouraged to apply and preference will be given to the EE Targets.
- ERRATUM:** Kindly take note that the post of Environmental Officer: Specialized Production with Ref No: 170726/02, which was advertised in Public Service Vacancy Circular 23 dated 03 July 2026 with a closing date of 17 July 2026, has been withdrawn.

OTHER POSTS

- POST 24/131** : **CONTROL ENGINEERING TECHNOLOGIST GRADE A REF NO: 240726/01**
Branch: Infrastructure Management: Head Office
Cd: Infrastructure Development
Dir: Capital Projects
- SALARY CENTRE REQUIREMENTS** : R958 776 per annum, (all-inclusive OSD salary package)
: Pretoria Head Office
: A Bachelor of Technology (BTech) in Civil Engineering as recognised by SAQA. A minimum of six (6) years' post-qualification experience as an Engineering Technologist/Technician. Compulsory registration with ECSA as a Professional Engineering Technologist. The disclosure of a valid Code EB unexpired driver's licence (except for persons with disabilities). Demonstrated experience in providing technological advisory services, including the evaluation and quality assurance of technical designs, drawings, and specifications, and making recommendations for approval by the relevant authority. Experience in planning and providing technological and/or technical support to engineers on

water related infrastructures. Proven practical experience in mentoring graduate interns and facilitating training and development. Understanding of ECSA professional mentorship requirements will be an added advantage. Sound knowledge of contract administration and project management, with proven ability to interpret and review technical drawings and designs. Understanding of public sector procurement processes and financial planning and management principles. Knowledge of applicable legislation, including the National Water Act, Water Services Act, environmental legislation, and the Public Finance Management Act (PFMA). Familiarity with standard forms of contract used in infrastructure projects. Strong communication, conflict management, dispute resolution, and negotiation skills. Computer literacy, including proficiency in MS Office programmes and MS Project. Experience with design software such as AutoCAD Civil 3D will be an added advantage. Willingness and ability to mentor and guide candidates towards professional registration. registrations.

DUTIES : Provide and manage specialised technological advisory services, ensuring adherence to and promotion of safety standards in line with statutory requirements, while effectively managing administrative and related functions. Mentor graduate interns and demonstrate willingness to be registered as a mentor with ECSA. Supervise and manage technological personnel and associated resources. Monitor and oversee the evaluation of engineering designs and drawings to ensure compliance with required standards, specifications, and best practice. Technical and financial reporting. Interfacing with relevant Departmental Divisions. Apply established engineering techniques and procedures to resolve broadly defined engineering challenges. Contribute to the coordination, compilation, and structuring of tender documentation in line with CIDB Best Practice Guidelines, including the development of specifications for works. Support contract administration and project management functions. Liaise with relevant bodies and councils on engineering-related matters. Maintain effective stakeholder relationships and support project implementation objectives. Participate in continuous professional development to remain current with evolving technologies, standards, and best practices in civil engineering infrastructure delivery.

ENQUIRIES : Mr A Bhasopo Tel No: (012) 336 8962

POST 24/132 : **HR INFORMATION SYSTEM CONTROLLER REF NO: 240726/02**
 Branch: Corporate Support Services
 Cd: Human Resource Management
 Dir: Human Resource Administration Services
 Re-advertisement, applicants who have previously applied must re-apply.

SALARY CENTRE REQUIREMENTS : R338 106 per annum (Level 07)
 : Pretoria Head Office
 An NQF level 6 in Human Resource Management / Finance or relevant qualification. Two (2) years' experience in HR Information Systems transacting on PERSAL. The disclosure of a valid unexpired driver's license. PERSAL Training, including Introduction to PERSAL and Establishment courses. Good computer literacy in Ms Word, Excel and Outlook. Knowledge of HR legislations. Knowledge in policy implementation, monitoring and evaluation principles. Good communication skills both (verbal and written). Good problem solving and analysis. Pay attention to detail. Understanding of maintaining confidentiality on information. Understand cultural awareness. Be flexible and initiative.

DUTIES : Manage User access rights and policy implementation. Respond to audit findings. Ensure Users/Terminals are registered with SITA. Register user ID, Reset ID, allocate functions in relation to users' jobs and levels. Link User to revisor, restrict user to terminal and component group. Manage dormant and inactive Users. Issue reports on transactions awaiting approval and authorization for more than a month. Approve and disapprove HR establishment transactions. Provide Human Resource reports, downloading FTP from PERSAL and Vulindlela. Co-ordinating PERSAL Training and provide assistance to PERSAL users. Maintain the PERSAL staff establishment. Creating and abolishing components/posts in accordance with approved structure. Link responsibility and objective codes and link component groups. Create system generated ID's amend appointment dates. Filing of relevant documentation. Register SCC's (system change controls).

ENQUIRIES : Mr Ronald Mudau Tel No: (012) 336 7777

<u>POST 24/133</u>	:	<u>FINANCE CLERK PRODUCTION (X7 POSTS)</u> Branch: Infrastructure Management: Northern Operations Dir: Operations Northern
<u>SALARY CENTRE</u>	:	R237 453 per annum (Level 05)
	:	Tzaneen Ref No: 240726/03 (X2 Posts)
	:	Hartbeespoort Ref No: 240726/04 (X3 Posts)
	:	Groblersdal Ref No: 240726/05 (X2 Posts)
<u>REQUIREMENTS</u>	:	A Senior/Grade 12 certificate with accounting. Computer literacy (MS Word, Excel, Outlook). Basic knowledge of financial functions, practices as well as the ability to capture data and collate financial statistics by use of spreadsheets. Basic knowledge and insight of the Public Service Financial legislation, procedures and Treasury Regulations, PFMA, DORA, PSA, PISR, PPPFA and Financial Manual. Knowledge of systems such as PERSAL and SAP will be an advantage. Good communication skills, problem solving and time management. Accountability, integrity, honesty and ethical conduct. Must be able to work under pressure.
<u>DUTIES</u>	:	Compiling, checking and capturing allowances on PERSAL e.g. Subsistence and Travel claims, overtime, standby claims and payroll deduction transactions. Liaise with third party with regards to court maintenance orders to submit and implement. Distribute pay slips plus supplementary pay slips to officials and submit signed certificates to head office. Attend to payroll enquiries. Receive vendor invoices and keep accurate register. Compile and complete accurate invoice spreadsheet each month. Liaise with different sections regarding source documents. Compile documents and capture invoices to pay vendors on SAP. Ensure that creditors are paid within 30 days. Attend to vendor enquiries. Scan paid invoices onto SAP. Perform cashier duties, receiving and issuing receipts and banking of cash. Perform petty cash transactions. Order and distribute stationery. File all face value documents systematically and complete. Attend to audit samples and ensure compliance.
<u>ENQUIRIES</u>	:	Mr D Kgokane at (087) 943 3719 Hartbeespoort Mr D Maswanganye Tel No: (015) 307 8600 Tzaneen Mr. J Masangu Tel No: (015) 262 6800 Groblersdal
<u>NOTE</u>	:	Two (2) posts are targeted for persons with disability.
<u>POST 24/134</u>	:	<u>SUPPLY CHAIN CLERK PRODUCTION (X5 POSTS)</u> Branch: Infrastructure Management: Northern Operations Dir: Operations Northern
<u>SALARY CENTRE</u>	:	R237 453 per annum (Level 05)
	:	Hartbeespoort Area Offices Ref No: 240726/06 (X3 Posts)
	:	Tzaneen Ref No: 240726/07 (X2 Posts)
<u>REQUIREMENTS</u>	:	A Senior/Grade 12 certificate. Basic knowledge of supply chain management, practices as well as the ability to capture data and operate computer. Basic knowledge of work procedures in terms of the working environment. Working knowledge and understanding of the legislative framework. Governing the public service. Flexibility. Teamwork. Basic knowledge of problem solving and analysis. People and diversity Management. Client orientation and customer focus. Communication. Accountability and Ethical Conduct.
<u>DUTIES</u>	:	Render demand and acquisition clerical support. Update and maintain a supplier (including contractors) database. Register suppliers on Logis or similar system. Request and receive quotations. Capture specification on the electronic purchasing system. Place orders. Issue and receive bid documents. Provide secretariat or logistical support during the bid consideration and contracts conclusion process. Contractors database updated and well maintained. Orders placed accordingly. Render logistical support services. Place orders of goods. Receive and verify goods from suppliers. Capture goods in registers databases. Receive request for goods from end users. Issue goods to end users. Maintain goods register. Update and maintain register of suppliers. Orders well placed. Keep filing records up to date. Electronic filing system updated accordingly.
<u>ENQUIRIES</u>	:	Mr D Kgokane at (087) 943 3719 Hartbeespoort Mr D Maswanganye Tel No: (015) 307 8600 Tzaneen
<u>NOTE</u>	:	One (1) post is targeted for a person with disability.

- POST 24/135** : **SECURITY OFFICER (SHIFTS WORK) REF NO: 240726/08 (X2 POSTS)**
 Branch: Corporate Support Services
 Dir: Security Management
- SALARY** : R170 226 per annum (Level 03)
CENTRE : Pretoria Head Office
REQUIREMENTS : A Senior/Grade 12 (Matric) at NQF level 4. A valid Grade C Security Training Course Certificate. and a valid Grade C PSIRA Certificate. One (1) to (2) two years' experience in the field of security will serve as an added advantage. Knowledge of the access control procedures. Knowledge of measures for the control and movement of equipment and stores. Knowledge of prescribed security procedures (e.g. MISS, MPSS, Protection of Information Act, etc). Knowledge of the relevant emergency procedures. Report writing skills. Able to work under pressure. Able to work long hours and shifts. Investigation and riot control skills. Effective communication skills. First aid and fire prevention competencies. Searching and evacuations skills.
- DUTIES** : Perform access control functions. Ensure safety in the building and premises. Ensure that equipment, documents and stores do not leave or enter the building or premises unauthorised. Ensure that all incidents are recorded in the occurrence book/registers. Operate control from room security equipment. The successful candidate will be required to work shifts, including night shifts, weekends, and public holidays.
- ENQUIRIES** : Mr M Buys Tel No: (012) 336 8321
- POST 24/136** : **GOUNDSMAN REF NO: 240726/09**
 Branch: Infrastructure Management: Southern Operations
 Dir: Operations Southern
- SALARY** : R144 024 per annum (Level 02)
CENTRE : Voelvlei Scheme (Western Cape)
REQUIREMENTS : An ABET certificate or relevant qualification. Zero to one year working experience. Added years of experience in performing manual work will be an added advantage. The following knowledge and competencies are required: Knowledge of working on various general work and handling equipment and appliances. Knowledge of gardening equipment including lawn care process and competencies are required (pruning and trimming process and techniques). Knowledge of chemical use (dilution/mix) and chemical product knowledge. Knowledge of daily maintenance procedures for efficient machine/equipment performance. Basic knowledge in supporting water utilisation and water resource strategy. Knowledge of health and safety procedures. Knowledge of garden maintenance and planting practices. Basic understanding of Government legislation. Good communication skills and the ability to work in a team. Must be able to work in or near rivers, dams, and canals, and in confined spaces. Must be able and willing to assist other schemes and maintenance teams when needed. Must be punctual, productive, and loyal. Good communication and interpersonal relations.
- DUTIES** : Cut vegetation and apply herbicide. Cut trees & grass at toe level on embankments. clear weeds and sand at bridges, channels and suppers. Clear sand traps and long weirs. Remove debris inlets-outlets structure. Inspect and repair fences. Clear canal culverts. Fill & compact potholes on access road. Fill and compact holes on embankments. Remove debris deposits inside canal. Clean equipment. Remove all waste according to procedures. Clean glass and plastic ware according to procedures. Maintain accurate records, such as job cards and equipment repair logs. Stock taking of cleaning materials. Requesting cleaning materials as and when needed. Clean storerooms, kitchen, offices, corridors, and boardrooms any other environment allocated for cleaning. Emptying waste bins. Prepare boardrooms for meetings. Arrange crockery, utensils and cutlery required during meetings. Wash and keep stock of crockery, utensils, and cutlery. Fill and refill drinking water containers. Clean rest rooms. Refill hand wash liquid and toilet papers. Report broken machines and equipment.
- ENQUIRIES** : Ms LCB Magalie Tel No: (023) 232 0426

POST 24/137 : **GROUNDSMAN REF NO: REF NO: 240726/10 (X3 POSTS)**
Branch: Infrastructure Management: Central Operations
Dir: Operations Central

SALARY : R144 024 per annum (Level 02)
CENTRE : Orange Vaal Free State: Bloemhof Dam
REQUIREMENTS : An ABET Certificate or relevant qualification. Must be able to read and write. Zero (0) to one (1) years of experience. Good interpersonal and communication skills, self-motivated and willingness to work, Ability to work under supervision, independently and in a team. Work overtime when necessary. Knowledge of gardening equipment and appliance. Knowledge of lawn care process. Knowledge of pruning and trimming process and techniques. Knowledge of the Occupational Health and Safety Act. Knowledge of chemical use. Knowledge of maintenance procedures for efficient machines.

DUTIES : Perform routine relating to the maintenance of the structures and construction work. Move and load heavy equipment on government water scheme. Clean and maintain grounds and repair tools and structures such buildings fences and benches using hand and power tools. Do maintenance in the garden and other structures e.g. Dam wall, cutting grass, trimming trees, cleaning. Mix spray or spread fertilizers, herbicides or insecticides onto grass, shrubs and trees spraying with round-up (chemical) and maintenance on the side of the road. Perform regular inspections on tools and report defaults. Provide proper upkeep of sidewalks, driveways, parking lots fountains, planters and other ground features. Maintain existing grounds/ gardens by caring for sod, plants and trees.

ENQUIRIES : Mr. HS Van der Westhuizen Tel No: (051) 405 9000
NOTE : Candidates may be required to complete a practical and theoretical test. Please be advised that the office will transition to a SANWRI agency.