DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE

The Department of Public Works and Infrastructure is a merit based and equal opportunity employer. The intention is to embed excellence and diversity in the Public Service through the filling of these posts and with persons whose appointment will drive the vision of the department to turn South Africa into a construction site, and to use public assets for public good. Women and People with disabilities are encouraged to apply.



Head Office (Pretoria) Applications: The Director-General, Department of Public Works and Infrastructure, Private Bag X65, Pretoria, 0001 or Hand Delivered at CGO Building, Corner Bosman and Madiba Street, Pretoria. For Attention: Ms NP Mudau

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, For Attention: Ms. C Rossouw

Durban Regional Office Applications: The Regional Manager, Department of Public Works and Infrastructure, 05 Kensington Boulevard, Kingsmead Office Park Durban 4000. For Attention: Ms Ns Nxumalo

CLOSING DATE : 04 December 2026 at 16H00

NOTE : Applications must be submitted on the prescribed Z83 application form (obtainable from any Public Service Department or on the DPSA 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/. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. 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. 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. Encrypted document will not be accepted. All though an email application option is available, applicants are encouraged to hand deliver their application. Important: Applicants must submit a separate application for each post applied for, clearly indicating the correct reference number and post title on each application. Applicants who apply for more than one post must submit a separate application for each post. Failure to comply with this requirement may result in the application not being considered. Closing date of the advert must be full two weeks (excluding weekends/public holidays)

OTHER POSTS

POST 42/158 : **ASSISTANT DIRECTOR: PROVISIONING AND LOGISTICS (SUPPLY CHAIN MANAGEMENT) REF NO: 2026/401**
(Re-advertisement, people who previously applied are required to re-apply)

SALARY : R487 197 per annum
CENTRE : Cape Town Regional Office
REQUIREMENTS : A minimum of three-year tertiary qualification (NQF Level 06) / National diploma qualification in either Supply Chain Management, Logistics or related qualification. Extensive experience in Supply Chain Management, in particular Provisioning and Logistics Management, coupled with supervisory experience. Knowledge: Knowledge and understanding of Standard Charts of Accounts (SCOA), Basic Accounting System, Logis, Sage and Archibus. Knowledge and understanding of Public Finance Management Act (PFMA); Framework for Supply Chain Management, Treasury Regulations; Transport Policies and Procedures, Preferential Procurement Policy and Code of conduct for Supply Chain Management practitioners. Skills: Computer literacy; driver's license; good interpersonal skills; decision making skills; presentations; communication skills (including report writing), Financial Management, relationship management. Personal Attributes: Ability to interact with clients and stakeholders; high ethical standards; able to conduct business with integrity and in a fair and reasonable manner; hard-working; highly motivated; ability to work effectively and efficiently under pressure; willing to adapt to work schedule in accordance with directorate's requirements.
DUTIES : Ensuring effective operation of Provisioning and Logistics Unit. Ensure effective management of Fleet, subsidies vehicles, vehicle damages, substance travel and claim Mobile telecommunication devices, Labour savings devices machines – photo copiers machines, courier services. Ensure compliance with National Treasury Framework for travel and accommodation. Manage the maintenance of a proper invoice tracking system and payment process thereof. Ensure effective placement of procurement orders for miscellaneous goods and services. Assist with preparation of Interim and Annual Financial Statements. Assist with maintenance and registration of new supplier's banking details on LOGIS/ SAGE systems. Tracking and monitoring of directorate's budget. Ensure compliance with applicable National Treasury prescripts with regards to procurement of goods and services, Travel and Accommodation management. Ensure that all invoices are paid within 30 days. Assist with management of Transversal Contracts for Fleet Vehicles, Mobile telecommunication devices, Labour saving devices- photo copier machines, Courier Services. Management of Archives, Messenger services, and Switchboard operations. Ensure adherence to prescripts/ policies and provide advice to all Regional Units with regards to provisioning of goods and services as well as logistics services. Manage the sub directorate's office administration, respond to audit queries and as well as human resources.
ENQUIRIES : Ms. K Moko Tel No: (021) 402 2296
APPLICATIONS : Email Applications for the position of Assistant Director: Provisioning and Logistics (Supply Chain Management) must be submitted to: RecruitCPT26-74@dpw.gov.za

POST 42/159 : **ASSISTANT DIRECTOR: FINANCIAL ACCOUNTING REF NO: 2026/402**

SALARY : R487 197 per annum
CENTRE : Cape Town Regional Office
REQUIREMENTS : A minimum of three-year tertiary qualification (NQF Level 6) / National Diploma in Financial Management or related qualification. Relevant years of experience in the field at supervisory level. Knowledge: Public Finance Management Act, National Department of Treasury regulations, guidelines and directives, Departments` Reconciliation processes, Understanding of Governments financial delegations, Management of governments departments chart of accounts, Government Budget systems and procedures, Government Financial Systems, Supply Chain Management, Financial prescripts (GAAP and GRAP). Skills: Good verbal and written communication skills; basic numeracy; advanced interpersonal and diplomacy skills; problem solving skills; decision making skills; numeracy; statistical skills. Ability to work under stressful situations; ability to communicate at all levels, able to establish and maintain networks.
DUTIES : Participate in the development, maintenance and implementation of departmental financial policies. Advice line function on the implementation and interpretation of financial procedures and policies. Facilitate the implementation of changes in public finance management policies. Facilitate alignment of internal control policies in compliance with departmental policies. Facilitate the implementation of Treasury Regulation in the department. Issue guidelines to and train line managers on latest developments in public finance management regulations. Assist in budget planning, adjustment and reporting. Verify the capturing of payroll transactions on the accounting system. Monitor income against budget and review reconciliations. Oversee and undertake the development of corrective measures when required. Coordinate and review disclosure notes on revenue collection. Coordinate and collate financial supporting information for planning purposes. Ensure completeness and accuracy of financial information. Exercise control, monitor and supervises sub-ordinates (cashier duties, batch control and payments). Check and authorise payment advise. Control suspense accounts. Monitor face value forms and subsistence and travel allowance (S&T) claims. Authorize, approve or disapprove transactions on the financial system, BAS, SAGE, ARCHIBUS, WCS, PMIS LOGIS and PERSAL systems. Oversee the verification of the validity and allocation of payments received via electronic transfers. Review of audit files and annual financial statements to ensure compliance with GRAP. Gather and select information to address audit queries. Collate audit information required by auditors. Address audit queries. Monitor compliance to the PFMA, Treasury regulations, departmental policies and internal control procedures. Update the risk register. Provide general supervision of employees. Allocate duties and do quality control of the work delivered by supervisees. Advise 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. Develop, implement and monitor work systems and processes to ensure efficient and effective functioning.
ENQUIRIES : Ms. N Ndiyane Tel No: (021) 402 2108
APPLICATIONS : Email Applications for the position of Assistant Director: Financial Accounting must be submitted to: RecruitCPT26-75@dpw.gov.za

POST 42/160 : **SENIOR STATE ACCOUNTANT: COMPONENT: PROPERTY BUDGET MANAGEMENT (PROJECT BUDGET ADMINISTRATION) REF NO: 2026/403**

SALARY : R413 001 per annum
CENTRE : Head Office (Pretoria)
REQUIREMENTS : A minimum of three-year tertiary qualification (NQF Level 06) in Finance/Financial Management or Quantity Surveying with relevant years of working experience in project budget administration. Knowledge of the Works Control System (WCS) and the ability to source and analyse information to formulate financial reports. Sound budgeting, financial, programme management (relevant to the built environment) and administrative skills. Possess analytical, and problem-solving skills. Have an understanding of the various facets of the built construction) environment. Able to work under pressure. Computer literacy in MS Office (with specific reference to MS word, MS Excel, MS PowerPoint and MS Outlook).

DUTIES	:	Compile authorisations and relevant documents and update WCS, Determine the availability of funds within the respective budgets/allocations. Liaise with Project Managers/Regional Offices on budget related matters. Liaise with Client Departments for confirmation of funding/additional funds. Report shortages or surplus of funds to the AsD: PBA, DD: PBA and DD: PBM. 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. Assist with budget control, monitoring and reporting of the Capital Works and Repair and Refurbishment budgets. Analyse and monitor expenditure levels and engage with Project Managers to establish reasons for underspending. Attend various meetings as and when required and ensure the record-keeping of resolutions. Monitor, manage and report on all funding requests submitted via the Funds Tracking System and ensure that relevant registers are updated; Assist with the provision or collation of data for various submissions/presentations to be made before the respective due dates. It will be expected from the short-listed candidates to perform a practical exercise as part of the interview process.
ENQUIRIES	:	Mr M Letsoalo Tel No: (012) 406-1137
APPLICATIONS	:	Email Applications for the position of Senior State Accountant: Component: Property Budget Management (Project Budget Administration Support must be submitted to: Recruitment26-99@dpw.gov.za
POST 42/161	:	**HR PRACTITIONER: HUMAN RESOURCES DEVELOPMENT REF NO: 2026/404**
SALARY	:	R338 106 per annum
CENTRE	:	Durban Regional Office
REQUIREMENTS	:	A minimum of three-year tertiary qualification (NQF Level 06) / National Diploma in Human Resources Management, Human Resources Development, Public Management, Human Resource Training or equivalent qualification. Relevant years of experience in training and development practices. A Valid Driver's License. Knowledge of standards, practices, processes and procedures related to HR development; structure and functioning of the Department; Employment Equity Plan of the Department; regulatory framework related to HR development, including the Skills Development Act; Constitution of the RSA, Public Service Act and Regulations, Collective Agreements, Codes of Remuneration and the Public Finance Management Act; Basic numeracy; interpersonal and diplomacy skills; general administration and organizational skills; interpretation of policies; ability to undertake basic research/gather information; computer utilization; financial administration; change/diversity management; analytical thinking; problem solving skills; motivational skills; influencing skills; presentation skills; advanced negotiation skills; conflict management; communication and report writing abilities. Innovative; creative; resourceful; ability to work under stressful situations; ability to communicate at all levels; people orientated; trustworthy; assertive; hard-working; self-motivated; ability to work independently.
DUTIES	:	Support the skills development process with regard to; compliance with legislative requirements, the skills facilitation process, skills audit of regional competencies, development of individual development plans, development and implementation of the workplace skills plan, developing training plans and reports. Support the provisioning of education, development and training; support learnership and internship processes, ensure access to skills development opportunities on the basis of individual development plans, support the development and participation of mentors and coaches, facilitate induction programmes, facilitate the certification of successful learners, support the utilization of related service providers, maintain the skills development database, compile data on training statistics, perform nodal point activities related to skills development administrative functions, provide secretarial support to regional education, development and training committees. Assist in the administration of study support; facilitate and market the allocation of study support, administrate the allocation and management of bursaries. Support personnel performance management processes; facilitate and monitor respective performance management processes, provide support and advice to supervisors and managers on the administration of the performance management process in general, and particularly during performance reviews, appraisals and processing of performance bonuses and rewards, determine and analyse trends on performance management, including data/statistics on employment equity, support integration of performance management processes with related HR processes; facilitate the

		award of incentives for good performance and monitor the management of poor performance.
ENQUIRIES	:	Ms NS Nxumalo Tel No: (031) 3147023
APPLICATIONS	:	Email Applications for the position of HR Practitioner: Human Resources Development must be submitted to: RecruitDBN26-13@dpw.gov.za
POST 42/162	:	**ADMINISTRATIVE OFFICER: FACILITIES MANAGEMENT REF NO: 2026/405**
SALARY	:	R338 106 per annum
CENTRE	:	Durban Regional Office
REQUIREMENTS	:	A minimum of a three-year tertiary qualification (NQF Level 06) \ National diploma in Public Administration or related field coupled with relevant experience in facilities management. Knowledge of OHSA, Labour Relations Act and PFMA. Have a strong written, verbal communication and computer skills. Be in possession of a valid driver`s license and be willing to travel extensively throughout the KZN Province. Ability to work with budgets and knowledge of procurement of goods and services. Tender procedures would be an added advantage.
DUTIES	:	To check and approve requisitions for cleaning \ gardening material, equipment's and repairs thereof. To compile internal request for quote for goods and services. To follow up outstanding orders and invoices and compile payments. To monitor staff performance. To conduct inspections, investigations and recommend or institute the discipline or training. To notify maintenance department of any maintenance defects, safety hazards, or plumbing/ electrical issues. To compile technical specifications and do evaluations of contracts and tenders according to required criteria for cleaning and gardening contracts and tenders.
ENQUIRIES	:	Mr ST Ngcobo Tel No: (031) 3147176/Cell: (076) 773 2560
APPLICATIONS	:	Email Applications for the position of Administrative Officer: Facilities Management Development must be submitted to: RecruitDBN26-14@dpw.gov.za
POST 42/163	:	**SUPERVISOR: CLEANING FOREMAN (X2 POSTS)**
SALARY	:	R201 093 per annum
CENTRE	:	**Durban Regional Office:** Mpangeni M/O Ref No: 2026/406A Durban Regional Office Ref No: 2026/406B
REQUIREMENTS	:	A minimum of NQF level 3 (Grade 10/ABET level 4). Relevant years of experience required. Good interpersonal skills, good communication and literacy. Knowledge of usage of cleaning materials and equipment. Knowledge of using chemicals and working under hazardous conditions.
DUTIES	:	The effective monitoring of cleaning services, Inspect the physical environments to ensure hygiene and cleanliness, monitor the condition and availability of cleaning equipment, order, receive, distribute cleaning materials and compile cleaning reports. To notify maintenance department of any maintenance defects, safety hazards, or plumbing/ electrical issues. Manage and resolve complaints and grievances for professional conduct, compile attendance reports, delegate work responsibilities, supervise staff according to PMDS.
ENQUIRIES	:	Mr ST Ngcobo Tel No: (031) 3147176
APPLICATIONS	:	Email Applications for the position of Supervisor: Cleaning Foreman must be submitted to: RecruitDBN26-15@dpw.gov.za
POST 42/164	:	**CLEANER**
SALARY	:	R144 024 per annum
CENTRE	:	**Durban Regional Office:** Dundee M/O Ref No: 2026/407A (X2 Posts) Ubombo M/O Ref No: 2026/407AB (X1 Post) Maphumulo M/O Ref No: 2026/407C (X1 Post) Stenga M/O Ref No: 2026/407D (X2 Posts) Ezingolweni M/O Ref no: 2026/407E (X1 Post) Mpangeni M/O Ref No: 2026/407F (X2 Posts) Ladysmith M/O Ref No: 2026/407G (X1 Post) Nkanyezi M/O Ref No: 2026/407H (X1 Post) Bergville M/O Ref No: 2026/407I (X1 Post) Hlanganani M/O Ref No: 2026/407J (X1 Post)

		Escort M/O Ref No: 2026/407K (X1 Post) Verulam Ref No: 2026/407L (X1 Post)
REQUIREMENTS	:	A minimum of ABET level 4. No experience required. Good interpersonal skills, basic communication and literacy. Ability to perform routine tasks. Knowledge of usage of cleaning materials and equipment will be an added advantage.
DUTIES	:	Cleaning toilets, basins and wall tiles, empty and wash dustbins. Sweeping passages, floors, office floors, courtyard, parking area and pavements. Scrubbing, mopping and polishing floors. Dust and polish furniture, clean windows, doors and walls.
ENQUIRIES	:	Mr S Ngcobo Tel No: (031) 3147176
APPLICATIONS	:	Email Applications for the position of Cleaner must be submitted to: RecruitDBN26-16@dpw.gov.za