

DEPARTMENT OF WATER AND SANITATION

<u>APPLICATIONS</u>	:	Interested applicants must submit their applications via the online link https://erecruitment.dws.gov.za/
<u>CLOSING DATE</u>	:	25 July 2025
<u>NOTE</u>	:	Other related documentation such as copies of qualifications, identity document, driver's license etc need not to accompany the application when applying for a post as such documentation must only be produced by shortlisted candidates during the interview date in line with DPSSA circular 19 of 2022. With reference to applicants bearing professional or occupational registration, fields provided in Part B on the online Z83 must be completed as these fields are regarded as compulsory. Failure to complete or disclose all required information will automatically disqualify the applicant. No late applications will be accepted. Shortlisted candidates will be subjected to suitability checks (SAQA verification, reference checks criminal and credit checks). SAQA evaluation certificate must accompany foreign qualifications (only when shortlisted). Applications that do not comply with the above-mentioned requirements will not be considered. All shortlisted candidates pertaining to Senior Management Services (SMS) posts will be subjected to a technical and competency assessment and a pre-entry certificate obtained from the National School of government is required prior to the appointment. 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.

OTHER POSTS

<u>POST 24/34</u>	:	<u>CHIEF ENGINEER GRADE A REF NO: 250725/01</u> Branch: Infrastructure Management: Southern Operations Dir: Operations Southern
<u>SALARY</u>	:	R1 266 450 – R1 446 921 per annum, (all-inclusive OSD salary package)
<u>CENTRE</u>	:	Gqeberha/Port Elizabeth
<u>REQUIREMENTS</u>	:	An Engineering Degree (B Eng/ BSc Eng) or relevant qualifications. Six (6) years' post qualification experience. Registration with Engineering Council of South Africa (ECSA) as a Professional Engineer. The disclosure of a Valid unexpired driver's license. Knowledge of Programme and Project management. Engineering, Legal and operational compliance. Engineering and operational communication. Process knowledge and skills. Maintenance skills and knowledge. Engineering design and analysis knowledge. Research and development. Computer-aided engineering applications. Creating high performance culture. Technical consulting. Engineering and professional judgement. Strategic capability and leadership. Problem solving and analysis. Decision making. Team leadership. Creativity. Financial management. Customer focus and responsiveness. Communication. Computer skills. People management. Conflict Management. Negotiation skills. Change Management.
<u>DUTIES</u>	:	Engineering design and analysis effectiveness. Perform final reviews 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 services 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. Governance. Provide technical consulting services for the operation on engineering matters to minimize possible engineering risks. Financial management. Ensure the availability and management of funds to meet the MTEF objectives within the Engineering environment. Allocate, control and monitor expenditure according to budget to ensure efficient cash

		flow management. People management. Manage the development of human resources. Promote transformation.
<u>ENQUIRIES</u>	:	Ms. C Figlan Tel No: (041) 508 9702
<u>NOTE</u>	:	This appointment will be made on the minimum notch of the salary range, however, a higher notch within the salary range of Grade A will be considered based in relation to the provisions of the Public Service Regulation 2016 as amended, i.e. provision of the candidate's current salary advice.
<u>POST 24/35</u>	:	<u>SENIOR HUMAN RESOURCE PRACTITIONER: PMDS AND HRD REF NO: 250725/02</u> Branch: Water And Sanitation Services Management: Eastern Cape Cd: Provincial Operations: Eastern Cape
<u>SALARY</u>	:	R397 116 per annum (Level 08)
<u>CENTRE</u>	:	King William's Town
<u>REQUIREMENTS</u>	:	A National Diploma or Degree in Human Resource Management or Human Resource Development. Three (3) to five (5) experience in Human Resource Development and Performance Management and Development Systems with PERSAL Introduction Certificate. The disclosure of a valid unexpired driver's license. Knowledge of relevant Human Resource Prescripts (Public Service Act and Regulations, Basic Conditions of Employment Act, Skills Development Act, Skills Levy Act, Labour Relations Act and PMDS Policies. knowledge of Public Finance Management Act. Computer literacy, Communication Skills, Project Management, Interpersonal relations, Presentation skills, Financial Management skills, Report writing and minutes taking. Knowledge of administrative procedures. Knowledge of implementing PMDS. Knowledge of dispute resolution process. Knowledge of HRD issues. Problem solving and analysis. Client Orientation and Customer Focus. Communication. Accountability and Ethical Conduct.
<u>DUTIES</u>	:	Conduct PMDS training and awareness sessions. Compile PMDS compliance status reports. Implement midterm and final assessment for non-SMS members. Ensure compliance in terms of PMDS policies and information. Interpret and implement PMDS policies and procedures. Advise management on good administrative practices. Provide feedback on identified administrative gaps. Provide assistance in the development of performance agreements. Facilitate Departmental training needs assessment. Capture Performance Agreements and Assessments on PERSAL. Render PMDS support services, quality assurance of PMDS documents and ensure PMDS compliance. Conduct Work Skills Plan workshop in the regions. Provide assistance in the development of training programs for the region. Implement WSP according to delegations. Develop new training programmes. Analyse skills development gaps. Implement the Workplace Skills plan and training interventions as per personal development plans. Develop a training plan. Facilitate the allocation of Bursary. Implementation of induction programmes. Supervise staff and resources in the sub-directorate.
<u>ENQUIRIES</u>	:	Ms N Tshevu Tel No: (043) 604 5372
<u>POST 24/36</u>	:	<u>HUMAN RESOURCE PRACTITIONER REF NO: 250725/03</u> Branch: Water and Sanitation Services Management: Eastern Cape Cd: Provincial Operations: Eastern Cape
<u>SALARY</u>	:	R325 101 per annum (Level 07)
<u>CENTRE</u>	:	King William's Town
<u>REQUIREMENTS</u>	:	A National Diploma or Degree in Human Resource Management or equivalent. One (1) to three (3) years' experience in Human Resource Management. The disclosure of a Valid unexpired driver's license. Knowledge of Pension Case Management System. Knowledge of Online Claim Management System (Comp-easy). Knowledge of administrative procedures. Disciplinary knowledge of Human resources management. Knowledge of Public Service Act and Public Service Regulations. Knowledge of Basic Financial Operating System (PERSAL). Basic Financial Management and knowledge of PFMA. Disciplinary knowledge of Human Resources. Knowledge of dispute resolution process. Knowledge of Recruitment and Selection processes. Knowledge of Management. Problem solving and Analysis. Communication. Accountability and Ethical Conduct. Attention to detail. Willingness to travel.
<u>DUTIES</u>	:	Measure compliance to HR policies and procedures. Provide training on HR policy & procedure. Continuously monitor the interpretation and implementation of policies and DPSA directives. Provide input in the alignment of departmental policies with DPSA and PSR. HR provision (recruitment and selection, appointments, transfers, verification of qualification, secretariat functions at interviews, absorptions, probations periods, etc). responsible for drafting submissions for appointments, secondments, acting appointments and Grade Progression. Termination of service. capturing pension cases on PCM.

Supervision of Pension Administration, implementation of GEPF regulations and processes. Prepare reports on human administration issues and statistics. Keep statistics of HR administration or HR provisioning activities. Prepare reports on human administration issues and statistics. Prepare and consolidate reports on personnel administration issues. Provide guidance to the department/ personnel on human resources administration matters to enhance the correct implementation of personnel administration practices/policies. Keep PERSAL report up to date on the system. Compile monthly reports. Render policy advisory service to the department based on the legislative mandates. Provide feedback on identified administrative gaps. Assist in the implementation of approved resolutions. Supervision of staff. Responsible for injury on duty cases. Capturing of injury on duty cases on Online Claim Management System (Comp-easy).

ENQUIRIES

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Mr MK Noah Tel No: (043) 604 5323