

## DEPARTMENT OF WATER AND SANITATION

<b><u>CLOSING DATE</u></b>	:	28 November 2025
<b><u>NOTE</u></b>	:	Interested applicants must submit their applications via the online link <a href="https://erecruitment.dws.gov.za/">https://erecruitment.dws.gov.za/</a> 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 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 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.

## MANAGEMENT ECHELON

<b><u>POST 42/124</u></b>	:	<b><u>CHIEF DIRECTOR: HUMAN RESOURCES MANAGEMENT REF NO: 281125/01</u></b> Branch: Corporate Support Services CD: Human Resource Management
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<b><u>SALARY CENTRE REQUIREMENTS</u></b>	:	R1 494 900 per annum (Level 14), (all-inclusive salary package) Pretoria Head Office
	:	An Undergraduate qualification in Human Resource Management or related field at (NQF level 7) as recognized by SAQA. Five years of experience at senior managerial level in a Human Resource environment; Extensive work experience in a complete range of Human Resources functions and regulatory framework. Understanding of strategic capability and leadership. Knowledge of programme and project management. Understanding finance, change and knowledge management. Planning and organizing skills. Service delivery and innovation. Problem solving and analysis. People and diversity management. Client orientation and customer focus. Excellent communication skills both (verbal and written). Accountability and ethical conduct.
<b><u>DUTIES</u></b>	:	Lead the management of the provision of human resource administration services. Oversee the accurate and timely management of HR records payroll administration, benefits management and compliance with labour regulations. Oversee the planning and recruitment of human resources. Lead the development and execution of workforce planning strategies to ensure the organization attracts, develops, and retains top talent. Lead the provision of employee health and wellness programmes. Monitor the effectiveness of wellness programmes and make recommendations for continuous improvement. Oversee the rendering of employee relations services. Lead the resolution of employee conflicts, grievances, and disciplinary issues in accordance with organizational policies and legal requirements. Lead the

management of human resource development and professional capacity. Oversee the identification of skill gaps and the creation of targeted development plans to build the workforce's professional capacity. Oversee the management of the Learning Academy functions in the Department. Promote and implement the framework on professionalization in the public sector. Management of human and financial resources in the chief directorate.

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

#### **OTHER POSTS**

**POST 42/125** : **DEPUTY DIRECTOR: SCM ACQUISITION MANAGEMENT REF NO: 281125/02**  
Branch: Finance: Main Account  
Dir: Supply Chain and Asset Management

**SALARY** : R896 436 per annum (Level 11), (all-inclusive salary package)  
**CENTRE** : Pretoria Head Office  
**REQUIREMENTS** : A relevant qualification at NQF 7 in Supply Chain Management / Purchasing Management / Logistics. Management / Public Management. Three (3) years related Supply Chain (Acquisition Management) experience at supervisory/management level (ASD). Knowledge and understanding on human resource management legislation, policies, practices and procedures. Understanding of Public Finance Management Act (PFMA), Preferential Procurement Policy Framework Act (PPPFA), Broad-Based Black Economic Empowerment (BBBEE), Public Procurement Act 28 of 2024, State Information Technology Agency (SITA) Act 88 of 1998 as amended by SITA Amendment Act 38 of 2002 & its regulations and Treasury Regulations and guidelines. Understanding Public Service anticorruption strategy and anti-corruption and fraud prevention measures. Knowledge of equal opportunities and affirmative action guidelines and laws. Knowledge of administrative and clerical procedures and systems. Knowledge and understanding of departmental policies and procedures. Understanding of government financial systems. Principles and practices of financial accounting. Framework for managing performance information. Business strategy transaction and alignment. Problem solving and analysis. People and diversity management. Client orientation and customer focus. Good communication skills both (verbal and written). Accountability and ethical conduct.

**DUTIES** : Lead and manage the operations of the Sub-Directorate: Supply Chain Management (Acquisition Management), ensuring alignment with departmental objectives and legislative requirements. Develop, implement, and maintain acquisition management policies, processes, and procedures to enhance operational efficiency and compliance. Oversee the procurement of goods and services through quotation processes, ensuring adherence to prescribed thresholds and guidelines set by the National Treasury. Manage the sourcing, evaluation and award of quotations in accordance with applicable regulatory frameworks. Oversee the acquisition of goods and services through competitive bidding processes, ensuring transparency, fairness, and value for money. Ensure the accurate compilation and timely publication of bid documents. Oversee the administration of bid processes, including the provision of secretariat support to Bid Committees (Evaluation and Adjudication). Coordinate and produce monthly, quarterly, and annual acquisition management reports to support strategic decision-making. Manage and supervise staff within the sub-directorate to ensure the delivery of effective acquisition management services. Perform administrative functions related to financial and human resource management within the unit. Management of performance and development.

**ENQUIRIES** : Ms N Khubana Tel No: (012) 336 6681  
**APPLICATIONS** : All applications to be submitted online on the following link:  
<https://erecruitment.dws.gov.za/>

**POST 42/126** : **QUANTITY SURVEYOR PRODUCTION GRADE A - C REF NO: 281125/03**  
 Branch: Infrastructure Management: Head Office  
 Dir: Technical Engineering Support Services  
 SD: Quantity Surveying and Contract Management

**SALARY** : R761 157 – R1 144 008 per annum, (OSD), (Offer will be based on proven years of experience)

**CENTRE** : Pretoria Head Office

**REQUIREMENTS** : A Degree in Quantity Surveying or relevant qualification. Three (3) years post qualification Quantity Survey experience. Compulsory registration with the South African Council for the Quantity Surveying Profession (SACQSP) as a Professional Quantity Surveyor. The disclosure of a valid unexpired driver's license. Experience in Quantity Surveying principles and methodologies. Understanding of programme and project management. Knowledge in research and development. Knowledge of legal compliance. Technical report writing, and technical consulting. Creating high performance culture and networking. Professional judgement and responsiveness. Good communication skills both (verbal and written). Planning and organizing. Conflict management, people management, change management and innovation. Problem solving and analysis. Familiarity with a wide range of quantity surveying measurement principles and specifications.

**DUTIES** : Reports to the Chief Quantity Surveyor. Provide support to all engineers, contract managers and site agents. Pricing of new construction works development of bills of quantities and estimates and valuation and submission of payment certificates. Calculation of unit rates for record keeping, creating a data base for all construction costs and activities. Co-ordinate professional teams on all aspects regarding quantity surveying and cost reporting. Ensure adherence to quantity determination standards. Provide quantity surveying advice and technical support in the evaluation of costs. Ensure the adoption of technical and quality strategies. Develop quantity surveying related policies, methods and practices. Provide solutions on non-compliance on quantity determination. Review the cost determinations of projects and estimates accomplished by engineering designers and/or sub-professional personnel; and ensure adherence to the requirements of professional registration.

**ENQUIRIES** : Ms. N Smit Tel No: (012) 336 8098

**APPLICATIONS** : All applications to be submitted online on the following link: <https://erecruitment.dws.gov.za/>

**POST 42/127** : **RISK OFFICER (ENTERPRISE RISK MANAGEMENT) REF NO: LOCMA 05**

**SALARY** : R582 444 per annum (Level 10)

**CENTRE** : Polokwane (Limpopo-Olifants Catchment Management Agency)

**REQUIREMENTS** : A relevant tertiary qualification in Risk Management/Auditing/Economics at NQF7. Registration as a Certified Risk Management practitioner/professional, Certified Internal Auditor, Certified Fraud Examiner. A minimum of 4 years' experience obtained in Risk Management practices at a middle managerial level. Knowledge and experience of risk mitigation processes, knowledge of the broader risks management guidelines and standards. Knowledge and understanding on Human Resource Management Legislation, policies, practices and procedures, Public Finance Management Act (PFMA), Treasury Regulations and guidelines, Public Service Anti-corruption Strategy and anti-corruption and fraud prevention measures, Knowledge of equal opportunities and Affirmative action guidelines and laws, Knowledge of administrative and clerical procedures and systems, Principles and practice of financial accounting, Framework for managing performance information, business strategy transaction and alignment, Problem solving and Analysis, People and Diversity Management, Client Orientation and Customer Focus, Communication, Accountability and Ethical Conduct.

**DUTIES** : Development and implementation of Enterprise Risk Management (ERM) framework: Participate in the development of the risk management framework, implement the risk management plan, support the establishment of the risk management philosophy and culture in the organization, advocate and promote risk management in the agency (awareness activities). Supervise, facilitate and advise on the risk management assessment process: facilitate Enterprise-Wide Risk Assessments, conduct risk identification, analysis and evaluation with strategic partners within the Vaal-Orange Catchment Management Agency. Initiate the updating of LOCMA's risk register for

conformity of objectives to improve effectiveness of the entity. Engage stakeholders within business units with the sole purpose of extracting information to integrate within the draft risk reports as per identified risks for mitigation. Develop proposals to determine the scope of allocated internal audits. Monitor and review the identified risk response activities: continuous monitoring of the risk environment. Monitoring the implementation of the progress of activities to address risks as agreed on revising risk response activities. Conduct Risk Education, Training and benchmarks; Initiate awareness sessions on risks and provide training to educate internal clients on ERM principles. Conduct workshops on risks mitigation processes for implementation within LOCMA. Conduct research and benchmark on best practices with recognised institutions pertaining to risk assessment methodologies.

**ENQUIRIES** : Ms Fanisa Lamola at 083 273 2494  
**APPLICATIONS** : All applications to be submitted online on the following link:  
<https://erecruitment.dws.gov.za/>

**NOTE** : The Limpopo-Olifants Catchment Management Agency is a Public Water Resource Management Agency, established in line with the provisions of the National Water Act, 1998 (Act no 36 of 1998) (NWA) and National Water Policy for South Africa. It is an entity of the National Department of Water and Sanitation. Employees appointed in the CMA have similar employment terms and conditions as those of employees appointed in terms of the Public Service Act, though not employed in terms of the Public Service Act.

**POST 42/128** : **ASSISTANT DIRECTOR: COMPLIANCE AND OVERSIGHT REF NO: 281125/04**  
 Branch: Water & Sanitation Services Management KwaZulu-Natal  
 CD: Provincial Operations KZN

**SALARY** : R468 459 per annum (Level 09)  
**CENTRE** : Durban  
**REQUIREMENTS** : Relevant NQF 7 qualification in Auditing/Financial Management. Five (5) years experience in Auditing. The disclosure of a valid unexpired driver's license. Ability to think strategically. Excellent communication skills. A sound understanding of Enterprise Risk Management (ERM) principles and philosophy. Sound understanding of Auditing principles and philosophy. Excellent facilitation skills. Able to organise and motivate others, who in many cases may be in senior position. Extensive knowledge of computerized, financial and business systems. Sound understanding of PFMA, Treasury Regulations and Corporate Governance issues. Sound understanding of the framework for strategic plan and annual performance plan. Computer literacy in Microsoft Office suite. Leadership skills. Sound understanding of investigation skills. Sound understanding of Anticorruption strategy and fraud prevention measures. Leadership, project management, strategic support, capability, programme and project management skills. Financial management and change management. Service delivery innovation (SDI).

**DUTIES** : Perform enterprise risk management. Perform regular inspections. Perform preliminary investigations. Co-ordination of internal and external audits on both Main and Trading account. People Management. Assess the control environment, risk management and governance processes of the department. Plan the audit projects. Develop adequate audit programmes. Document all findings on the standard audit working papers. Compile audit reports. Perform follow-up reviews to ensure that agreed action plans have been implemented. Identify risk and suggest corrective measures. Monitor expenditure against budget allocation. Maintain updated signature specimens of authorised signatories. Build relationships with external auditors and other assurance providers. Special investigations, Inspection and audit coordination.

**ENQUIRIES** : Mr B Mkhungo at 082 874 4438  
**APPLICATIONS** : All applications to be submitted online on the following link:  
<https://erecruitment.dws.gov.za/>

**POST 42/129** : **ASSISTANT DIRECTOR: LAND MATTERS REF NO: 281125/05 (X4 POSTS)**  
 Branch: Infrastructure Management: Head Office  
 Dir: Land Rights Administration

**SALARY** : R468 459 per annum (Level 09)  
**CENTRE** : Pretoria Head Office

- REQUIREMENTS** : A relevant NQF 6 qualification (National Diploma), a course in Real Estate will serve as an added advantage. Five (5) years appropriate experience in land related matters. Knowledge understanding Expropriation Act, National Water Act, Water Services Act, Promotion of Administrative Justice Act, Constitution of South Africa, Public Services Act, Public Administration and relevant acts in relation to the land related matters. Problem solving and analysis. Accountability and ethical conduct. Good communication skills both (verbal and written).
- DUTIES** : Facilitate the Development of land acquisition practices. Develop and review methodologies within the unit. Participation in policy development and review processes. Coordination of administration of land use matters. Compile and submit accurate monthly and quarterly reports within prescribed timeframes. Prepare submissions and reports on land administration matters, ensuring compliance with all relevant legislation, policies, and departmental requirements. Supervise and guide staff in interpreting and applying land-related legislation, policies, and departmental guidelines. Provide administrative support in relation to applications wayleave, servitudes, the leasing of land and solar and hydro applications under the land delegated authority. Verify and ensure that all land parcels have been vested under DWS. Monitor and report illegal occupation or misuse of State land within government waterworks and conduct site visits as required. Administer applications from interested parties for new developments on State land and oversee administrative functions for existing (old scheme) properties. Attends meetings related to land matters.
- ENQUIRIES** : Ms P Mangotlo Tel No: (012) 336 8949  
**APPLICATIONS** : All applications to be submitted online on the following link: <https://erecruitment.dws.gov.za/>
- POST 42/130** : **ASSISTANT DIRECTOR: SCM ACQUISITION (QUOTATION MANAGEMENT) REF NO: 281125/06**  
 Branch: Finance: Main Account  
 CD: Dir: Supply Chain and Asset Management
- SALARY** : R468 459 per annum (Level 09)  
**CENTRE** : Pretoria Head Office  
**REQUIREMENTS** : Relevant qualification at NQF 7 in Supply Chain Management, Purchasing Management, Logistics Management, Public Management. Three (3) years related Acquisition Management experience at supervisory level in Acquisition Management. Knowledge and understanding of Supply Chain Management Treasury Prescripts, practices, and procedures, Public Finance Management Act (PFMA), Treasury Regulations and guidelines. Knowledge of Broad Based Black Economic Empowerment Act 53 of 2003. Knowledge of CSD procurement systems. Report writing skills.
- DUTIES** : Allocate duties and perform quality control and compliance on the work delivered by supervisees. Advise and lead supervisees with regard to all aspects of the work. Assist with sourcing and evaluation of quotations as and when a need arises. Produce weekly and monthly reports on the status of all procurement projects. Assist in the consolidation of the Departmental Transformation report. Ensure compliance with quotation thresholds as per the SCM Policy. General Supervision and Management of officials.
- ENQUIRIES** : Ms E Kgwadi Tel No: (012) 336 7120  
**APPLICATIONS** : All applications to be submitted online on the following link: <https://erecruitment.dws.gov.za/>
- POST 42/131** : **LEGAL ADMINISTRATIVE OFFICER: (MR5) (OFFICE OF THE BOARD SECRETARY) REF NO: LOCMA 06**
- SALARY** : R464 634 per annum, (OSD)  
**CENTRE** : Polokwane (Limpopo-Olifants Catchment Management Agency)  
**REQUIREMENTS** : LLB (or equivalent qualification). At least eight (8) years appropriate post qualification legal experience. Competencies required: Knowledge and experience of policy development and implementation, public sector legal processes, legislation and contracts, PAIA, PAJA, the Constitution and all the relevant legislation. Knowledge of Treasury regulations. Ability to negotiate and draft contracts and international instruments. Ability to interpret specific environmental legislation, issues affecting the environment and general environmental law is required. Knowledge of Public Finance Management Act.

		Legal research and interpretation. Analytical skills. Report-writing. Programme and project management. Computer literacy. Good planning and decision-making skills. Language proficiency. Confidentiality. Excellent communication skills (written and verbal). Strategic capability and leadership skills. Accountability and Ethical Conduct.
<b><u>DUTIES</u></b>	:	Provide legal support to ensure compliance with relevant legislation. Develop standard operating procedures. Advise on and draft legal opinions and documents to support criminal prosecutions for contraventions of the National Water Act. Draft legal documents, memoranda, reports and submissions. Draft, vet and review contracts on behalf of the entity. Advise, negotiate and draft multilateral and bilateral agreements. Handle litigation matters and appeals on behalf of the CMA. Render legal support on all litigation matters. Develop interventions where challenges are experienced. Monitor the implementation of the Promotion of Access to Information Act, 2000 and the Promotion of Administrative Justice Act, 2000 in the CMA. Handle PAIA and PAJA matters on behalf of the CMA.
<b><u>ENQUIRIES</u></b>	:	Ms Fanisa Lamola at 083 273 2494
<b><u>APPLICATIONS</u></b>	:	All applications to be submitted online on the following link: <a href="https://erecruitment.dws.gov.za/">https://erecruitment.dws.gov.za/</a>
<b><u>NOTE</u></b>	:	The Limpopo-Olifants Catchment Management Agency is a Public Water Resource Management Agency, established in line with the provisions of the National Water Act, 1998 (Act no 36 of 1998) (NWA) and National Water Policy for South Africa. It is an entity of the National Department of Water and Sanitation. Employees appointed in the CMA have similar employment terms and conditions as those of employees appointed in terms of the Public Service Act, though not employed in terms of the Public Service Act.
<b><u>POST 42/132</u></b>	:	<b><u>ENGINEERING TECHNICIAN PRODUCTION GRADE A - C REF NO: 281125/07</u></b> Branch: Infrastructure Management: Central Operations Dir: Operations Central Div: Civil Engineering
<b><u>SALARY</u></b>	:	R391 671 – R586 665 per annum, (OSD), (offer will be based on proven years of experience)
<b><u>CENTRE</u></b>	:	Free State (Bloemhof Dam)
<b><u>REQUIREMENTS</u></b>	:	A National Diploma in Civil Engineering. Three (3) years post qualification Technical Engineering experience. Compulsory registration with the Engineering Council of South Africa (ECSA) as a Professional Engineering Technician. The disclosure of a valid unexpired driver's license. Significant dam engineering experience related to design, construction, management, operation, maintenance, and safety of dams with a safety risk will serve as an added advantage. Knowledge of programme and project management. Knowledge of technical design and analyses of dams and canals. Knowledge of the water sector and relevant legislation (including but not limited to the Chapter 4 and Chapter 12 of National Water Act (NWA, Act No. 36 of 1998) and the Dam Safety Regulations published in Government Notice R. 139 of 24 February 2012). Understanding research and development. Knowledge of computer-aided engineering applications including relevant computer software. Technical report writing. Problem solving and analysis, decision making, team leadership, creativity, self-management, customer focus and responsiveness. Sound interpersonal and leadership skills. Strong verbal and written communication skills. Planning, organizing and people management. Willingness to travel throughout South Africa for the execution of some duties.
<b><u>DUTIES</u></b>	:	Render technical services and support. Provide input in engineering drawings, research, design, manufacturing, operations and maintenance to the area offices and scheme offices. Assist control engineering Technicians and associates in the field, workshop and technical office activities and appraisals for technical reports, Business and Demand Plans. Monitor the implementation of Government Water Resource Schemes projects through conducting site inspections, site meetings, compilation, and submission of progress reports. Development of Condition Assessment and Civil Maintenance Inspections. Address breakdowns and perform fault findings. Optimize the life cycle of equipment. Initiate maintenance / refurbishment projects. Technical support for Dam Safety Rehabilitation Projects. Promote safety in line with statutory and regulatory requirements. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology. Evaluate technical

designs and engineering drawings with specifications complete with bill of quantities and submit for approval by the relevant authority. Perform administrative and related functions. Provide input into the budgeting process as required. Compile and submit monthly and quarterly expenditure reports as required. Evaluation of quotations and proposals together with verifying and certifying invoices for payment from contractors and Public Service Providers. Execute cost analysis and feasibility studies for new and refurbished equipment. Maintain proper records and documentation for all projects to enable a clean audit. Provide and consolidate inputs to the technical / engineering operational plan. Develop, implement, and maintain databases. Supervise technical personnel and control strategic infrastructure.

**ENQUIRIES** : Mr HS van der Westhuizen Tel No: (051) 405 9000  
**APPLICATIONS** : All applications to be submitted online on the following link:  
<https://erecruitment.dws.gov.za>

**POST 42/133** : **ENGINEERING TECHNICIAN PRODUCTION GRADE A-C (CIVIL ENGINEERING) REF NO: 281125/08**  
 Branch: Water and Sanitation Services Management Gauteng  
 CD: Provincial Operations: Gauteng  
 SD: Hydrological Services  
 (Re-advertisement, applicants who have previously applied must re-apply)

**SALARY** : R391 671 – R586 665 per annum, (OSD), (Offer will be based on proven years of experience)

**CENTRE** : Boskop Area Office  
**REQUIREMENTS** : A National Diploma in Civil Engineering. Three (3) years post qualification technical Civil Engineering experience. Compulsory registration with the Engineering Council of South Africa (ECSA) as a Professional Engineering Technician. The disclosure of a valid unexpired driver's license. Good computer literacy and computer programming skills. Good communication skills (verbal and written) and negotiation skills. Experience in project management. Technical design of gauging weirs and analysing knowledge of hydrological data. Knowledge and experience in Computer-aided engineering applications. Technical report writing and technical consulting skills. Problem solving, analysis, decision making and teamwork skills. Creativity, financial management, customer focus and responsiveness skills. Good planning, organising and people management. Travel extensively as and when required. Must be prepared to work away from the office for extended periods of time.

**DUTIES** : Stream Gauging using ADP and conventional stream gauging methods. Survey of gauging weirs and flood (rated) sections using the levelling instrument. Preparation of drawings using CAD software. Calibration of flow gauging stations. Inspection planning of maintenance surface water gauging stations within the area of responsibility. Maintenance of electronic data logging instruments. Supervision of personnel. Hydrological Data editing and processing. Management of hydrological data bank. Prepare technical specifications for procurement of the required resources. Manage the collection of all forms of hydrological data within area of responsibility and compile reports. Provide technical support to requests received from stakeholders. Ensure the compliance to the Occupational Health and Safety Act in line with statutory and regulatory requirements. Engage in research and developmental activities for continuous professional development to keep up with new technologies and procedures.

**ENQUIRIES** : KV Moganedi Tel No: (018) 298 9009  
**APPLICATIONS** : All applications to be submitted online on the following link:  
<https://erecruitment.dws.gov.za/>

**POST 42/134** : **ENVIRONMENTAL OFFICER (GRADE A-C): SANITATION SERVICES REGULATION REF NO: 281125/09**  
 Branch: Water & Sanitation Services Management  
 Dir: Water Services Regulation

**SALARY** : R343 842 - R586 665 per annum, (OSD), (Offer will be based on proven years of experience)

**CENTRE** : Bloemfontein  
**REQUIREMENTS** : A National Diploma in Environmental Management or Natural Sciences. Experience in water services management or regulation will be an added advantage. The disclosure of a valid unexpired driver's license. Computer skills

(MS Office). Data analysis, good presentation and communication skills. Technical report writing and professional judgement skills. Understanding of the National Water Act, Water Services Act and related legislation. An understanding of the National Green Program. Willingness to travel and work extensive hours.

**DUTIES** : Conducting inspections on wastewater systems infrastructure and compilation of detailed inspection reports with recommendations. Monitoring compliance to wastewater effluent quality standards and compilation of relevant reports with recommendations. Issuing letters of non-compliance to wastewater effluent quality standards and monitoring remedial actions. Monitoring the loading of wastewater services data by Water Services Institutions in the Integrated Regulatory Information System (IRIS). Compilation of presentations for catchment management forums and DWS management. Preparations, and conducting of assessments relating to regulatory Green Drop regulatory programme. Coordinating submission and monitoring implementation of submitted corrective action plans for the Green Drop programme. Coordinating with Catchment Management Agencies on the investigations and reporting on sewer spillages and pollution incidents. Monitoring compliance of onsite sanitation to relevant guidelines and regulations. Evaluate and provide comments on Environmental Impact Assessment, Basic Assessment Reports, and Environmental Management Plans relating to infrastructure developments projects (e.g. housing developments, shopping centers, etc.).

**ENQUIRIES** : Mr N Musekene Tel No: (051) 405 9000

**APPLICATIONS** : All applications to be submitted online on the following link: <https://erecruitment.dws.gov.za/>

**POST 42/135** : **CHIEF SECURITY OFFICER REF NO: 281125/10 (X2 POSTS)**

Branch: Infrastructure Management: Central Operations

Dir: Operations Central

**SALARY** : R325 101 per annum (Level 07)

**CENTRE** : Vaal Dam Ref No: 281125/10A (X1 Post)

Orange Vaal (Bloemfontein) Ref No: 281125/10B (X1 Post)

**REQUIREMENTS** : A relevant NQF level 4 or Senior/Grade 12 Certificate. A valid Security Grade A PSIRA Certificate. National Diploma in Security Management will serve as an added advantage. National Key Point Certificate, A valid SAPS Firearm Competency for Rifle, Shotgun and Pistol will serve as an added advantage. Three (3) years' supervisory experience in a security environment. The disclosure of a valid unexpired driver's license. Computer literacy and skills in MS Office Software package. Knowledge of prescribed security legislation e.g. MISS, Protection of Information Act, etc. Knowledge and experience of emergency procedures. Knowledge of Occupational Health and Safety. Sound knowledge in interpretation and application of security code of conduct, security legislations and directives. Good listening, communication, and interpersonal skills. Ability to interact with people at all levels and work in a team environment. Analytical thinking. Problem-solving and analysis. Ability to handle conflicts and excellent report writing skills. Work under pressure, willingness to travel throughout the Area Office and work extended hours.

**DUTIES** : Implement security polices in line with relevant acts and national directives as determined. Monitor threats and risk analysis Ensure firearm regulation is implemented accordingly. Manage deployment and the functioning of security operations. Implement emergency contingency and procedures. Conduct site inspections on official residence and offices. Safeguard Departmental assets. Conducts investigations of security incidents and breaches. Liaise with National Intelligence Agency (NIA), South African Police Services (SAPS), other security agencies and DWS National Security Manager Coordinate security awareness and training Ensure the safe custody and protection of officials, assets and information through the implementation and adherence to the MISS/MPSS. Supervision of human resources. Manage and evaluate staff performance on an on-going basis. Manage private security service provider's contracts. Provide operational and administrative assistance regarding security activities, forums, training, vetting, risk assessments and security reports. Conduct investigations where necessary.

**ENQUIRIES** : Mr. CM Mokone. Tel No: (016) 880 0919

**APPLICATIONS** : All applications to be submitted online on the following link: [https://erecruitment.dws.gov.za](https://erecruitment.dws.gov.za/)

**NOTE** : Candidates may be required to complete a practical and theoretical test.

**POST 42/136** : **PERSONAL ASSISTANT (OFFICE OF THE CFO) REF NO: LOCMA 08**

**SALARY** : R325 101 per annum (Level 07)  
**CENTRE** : Polokwane (Limpopo-Olifants Catchment Management Agency)  
**REQUIREMENTS** : A relevant tertiary qualification at NQF level 6 (Diploma or Degree). Experience in high-level administrative support. Experience in providing executive-level support in a fast-paced environment. Strong organizational and communication skills. Ability to manage multiple priorities and stakeholders. Excellent organizational and time management skills. Strong written and verbal communication abilities. Proficiency in Microsoft Office and other administrative tools.

**DUTIES** : Provide a secretary/receptionist support service to the CFO, which includes the following: act as the primary point of contact for the CFO, handling inquiries and correspondence, manage the CFO's calendar, schedule meetings, and coordinate appointments with internal and external stakeholders, assist in preparing reports, presentations, and documents for meetings, ensuring accuracy and professionalism. Provide a clerical support service to the CFO which entails the following: Liaise with travel agencies to make travel arrangements, process travel and subsistence claims of the office, process all invoices that emanate from the activities of the work of the CFO, record minutes of meetings of the CFO where required, draft routine correspondence and reports, filing of documents for the CFO and the office, administer matters like the leave registers and telephone accounts, handle the procurement of standard items like stationery.

**ENQUIRIES** : Ms Fanisa Lamola at 083 273 2494  
**APPLICATIONS** : All applications to be submitted online on the following link: <https://erecruitment.dws.gov.za/>

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**POST 42/137** : **COMMITTEE SECRETARIAT REF NO: LOCMA 07**

**SALARY** : R325 101 per annum (Level 07)  
**CENTRE** : Polokwane (Limpopo-Olifants Catchment Management Agency)  
**REQUIREMENTS** : A relevant three (3) year tertiary qualification in Administration/Secretarial. Minimum Three (3) years' experience in Committee work, administration and secretarial. Competencies required: knowledge of Governance, Policies and Procedures. Knowledge of administrative and clerical procedures and systems. Board Procedures. Schedule 4 of National Water Act. Ethics and integrity. Writing skills. Detail and focused. High Degree of confidentiality. Computer skills and good Communication skills. Coping with work pressure.

**DUTIES** : Record and prepare minutes of the Governing Board and its committees including (ad-hoc committees) and stakeholders' sessions. Prepare and have agendas delivered for the Governing Board and its committees including (ad-hoc committees). Arrange official transport and accommodation for Board and Committee members through Supply Chain Management section. Update outstanding Board Resolutions Register by collating information from various divisions. Follow up with Executives/Managers on all reports due to be submitted to committees including ad-hoc committees. Prepare and distribute to all Executives/Managers schedule of meeting dates with the closing dates for reports for the financial year. Prepare schedules of the Governing Board and its Committee meetings dates of every financial year. Arrange venues and logistics for the meetings of the Governing Board and its committees. Arrange appointments for the Chairperson and Governing Board members regarding official business of the LOCMA. Keep filing systems for verification to internal and external Auditors upon request. Provide documents for verification to internal and external Auditors upon request. Keep the pecuniary interests register in respect of the Governing Board members. Have declaration of interest forms completed by the Governing Board members and all employees attending the meetings of the Governing Board and its committees. Provide administrative support regarding the completion of claims by the Governing

	:	Board members in respect of attendance of Governing Board and committee meeting and events. Perform other committee work on request such as for MANCO, REMCO, etc.
<b><u>ENQUIRIES</u></b>	:	Ms Fanisa Lamola at 083 273 2494
<b><u>APPLICATIONS</u></b>	:	All applications to be submitted online on the following link: <a href="https://erecruitment.dws.gov.za/">https://erecruitment.dws.gov.za/</a>
<b><u>NOTE</u></b>	:	The Limpopo-Olifants Catchment Management Agency is a Public Water Resource Management Agency, established in line with the provisions of the National Water Act, 1998 (Act no 36 of 1998) (NWA) and National Water Policy for South Africa. It is an entity of the National Department of Water and Sanitation. Employees appointed in the CMA have similar employment terms and conditions as those of employees appointed in terms of the Public Service Act, though not employed in terms of the Public Service Act.
<b><u>POST 42/138</u></b>	:	<b><u>ARTISAN PRODUCTION GRADE A – C (ELECTRICAL) REF NO: 281125/11</u></b> Branch: Infrastructure Management: Central Operations Dir: Operations Central
<b><u>SALARY</u></b>	:	R243 597 – R408 048 per annum, (OSD), (Offer will be based on proven years of experience)
<b><u>CENTRE</u></b>	:	Jericho Dam (Usutu River)
<b><u>REQUIREMENTS</u></b>	:	An appropriate Electrical Trade Test Certificate. The disclosure of a valid unexpired driver's license. Ability to work in a team. Knowledge of production process and skills. Technical report writing skills. Knowledge of Occupational Health and Safety Act. Legal compliance. Computer aided technical applications and computer literacy. Good communication skills. Technical analysis and problem-solving skills. Willingness to travel and ability to work long hours. Able to perform well under pressure.
<b><u>DUTIES</u></b>	:	Maintenance of electrical installations in various dams, reservoirs, departmental houses, pump stations, machinery, repeater stations, dam walls and pipelines. Electrical maintenance and inspections of cathodic protection (TRUs). Inspect equipment for technical faults and repair according to standards. Service equipment according to schedule. Ensure quality assurance in line with specifications. Ensure adherence to safety standards, requirements and regulations. Implement planned maintenance and update maintenance logbooks. Compile and submit reports as required. Individual / personal development to keep up with new technologies. Compile and submits technical reports. Keep and maintain job records/ register and supervise and mentor staff. Perform standby duties if required.
<b><u>ENQUIRIES</u></b>	:	Mr A.P Maphanga Tel No: (017) 846 6000
<b><u>APPLICATIONS</u></b>	:	All applications to be submitted online on the following link: <a href="https://erecruitment.dws.gov.za/">https://erecruitment.dws.gov.za</a>
<b><u>NOTE</u></b>	:	Candidates may be required to complete a practical and theoretical test.
<b><u>POST 42/139</u></b>	:	<b><u>WATER CONTROL AID (X22 POSTS)</u></b> Branch: Infrastructure Management Northern Operations Dir: Operations Northern
<b><u>SALARY</u></b>	:	R193 359 per annum (Level 04)
<b><u>CENTRE</u></b>	:	Loskop Dam Ref No: 281125/12 (X2 Posts) Nzhelele Canals Ref No: 281125/13 (X6 Posts) Rustedeventer (Elandsriver) Ref No: 281125/14 (X3 Posts) Blyde River Ref No: 281125/15 (X2 Posts) Mapochs Ref No: 281125/16 (X2 Posts) Albasin Ref No: 281125/17 (X1 Post) Nandoni Dam Ref No: 281125/18 (X2 Posts) Letaba System Ref No: 281125/19 (X1 Post) Tzaneen Dam Ref No: 281125/20 (X2 Posts)
<b><u>REQUIREMENTS</u></b>	:	An NQF level 2 or equivalent. A higher qualification will serve as an added advantage. Good verbal, writing and reading skills. Basic knowledge in controlling and managing the water distribution for all Government water works. Basic understanding in occupational Health and safety. Basic knowledge of flood control. Basic understanding of record keeping.
<b><u>DUTIES</u></b>	:	Opening and closing of sluices according to scheme regulations. Handling the water distribution sheet according to scheme regulations. Perform minor maintenance on structures, fencing and sluices. Assist with opening of blocked pipes and canals. Remove of algae and water grass in canals regularly.

Conduct daily inspections on section. Report holes on embankments and any irregularly on canals to Water Control Officer. Look for cracks in measuring structures and report defects. Stagnant water on the embankments must be reported. Painting of sluices and long weir sluices. Ensure that sluice numbers are clearly marked. Keep canal grids clean. Keep gauge plates clean. Keep structures clean and their surroundings. Keep inlet hole to measuring box always open. Clean and lock always the post boxes. Repair minor wash outs. Repair equipment when necessary. Keep equipment's safe and lock the store room always.

**ENQUIRIES** : Mr. KS Thantsha Tel No: (015) 307 8600  
Mr. ST Ngcobo, Tel No: (013) 262 6839  
**APPLICATIONS** : All applications to be submitted online on the following link:  
<https://erecruitment.dws.gov.za/>

**POST 42/140** : **DRIVER/MESSENGER REF NO: 281125/21**  
Branch: Ministry  
Div: Office of The Deputy Minister

**SALARY** : R193 359 per annum (Level 04)  
**CENTRE** : Pretoria Head Office  
**REQUIREMENTS** : An NQF 2 or equivalent. The disclosure of a valid code 8 Driver's License. One (1) year experience in driver/ messenger services. Knowledge of driving services. Knowledge of Occupational Health and Safety protocol. High sense of responsibility and accountability. Record keeping and reporting procedures. Reliability and punctuality. Maintain strict confidentiality.

**DUTIES** : Drive light motor vehicles. Complete vehicle logbook and trip authorisation. Collection and drop-off of documents. Collect and drop off officials to and from various destinations. Conduct routine checks on safety of vehicle. Assist in registry services.

**ENQUIRIES** : Ms P Mabelane Tel No: (012) 336 6783  
**APPLICATIONS** : All applications to be submitted online on the following link:  
<https://erecruitment.dws.gov.za/>

**POST 42/141** : **DRIVER/MESSENGER REF NO: 281125/22**  
Branch: Infrastructure Management: Central Operations  
Dir: Operations Central  
Div: Administration Support

**SALARY** : R193 359 per annum (Level 04)  
**CENTRE** : Pretoria (Central Operations)  
**REQUIREMENTS** : An NQF 2 qualification or equivalent. The disclosure of a valid code 8 Driver's License. One (1) year experience in driver/messenger services. Computer literacy skills. Knowledge of government policies and procedures. Client orientation and customer focus. Good communication, and interpersonal skills. Ability to interact with people at all levels and work in a team environment. Ability to pay attention to detail, handle confidential information, track and trace documents. Accountability, analytical thinking and problem-solving skills. Must be prepared to work under pressure, travel extensively and work extended hours.

**DUTIES** : Render quality messenger and driver services to the directorate. Safe conveying of officials to and from various destinations. Routine maintenance and inspections of vehicle to ensure roadworthiness. Collect and deliver mail and official documents to and from various destinations. Retrieval and delivery of files to various offices. Tracking, tracing of correspondence documents and keeping registers. Operate photocopier machines. Render administrative assistance through the execution of tasks related to administration support section as and when there is a need.

**ENQUIRIES** : Mr SM Muelelwa Tel No: (012) 741 7349  
**APPLICATIONS** : All applications to be submitted online on the following link:  
[https://erecruitment.dws.gov.za](https://erecruitment.dws.gov.za/)

**NOTE** : Candidates may be required to complete a practical and theoretical test.

**POST 42/142** : **FOOD SERVICE AID REF NO: 281125/23**  
Branch: Ministry  
Div: Office of The Deputy Minister

**SALARY** : R138 486 per annum (Level 02)

**CENTRE REQUIREMENTS** : Pretoria, Head Office  
: An NQF level (1) or (2) Certificate or relevant qualification. N6 or Diploma in Hospitality & Catering Services will serve as an added advantage. Two (2) years' experience in food preparation and serving environment will serve as an added advantage. Three (3) years of experience working as a cleaner will be an added advantage. Ability to work under pressure. Basic knowledge keeping kitchen utensils clean and safe. Knowledge of sanitation, health and safety procedures. Knowledge of hygiene standards. Knowledge of inventory procedures and techniques. Knowledge of food preparation techniques. Knowledge in dishing out food. Basic knowledge in quality management. Willing to work shifts and overtime.

**DUTIES** : Clean kitchen utensils and equipment. Provide catering support services. Keep stock of kitchen utensils and equipment. Apply hygiene and safety measures. Maintain quality control measures of all food provided. Removal of garbage disposal. Prepare food, snacks, beverages (water, tea, coffee, sugar, and cold drinks). Setup and convey crockery, cutlery and equipment to dining areas. Serve food and beverages. Responsible for food suppliers and report waste and losses.

**ENQUIRIES APPLICATIONS** : Tel No: Ms P Mabelane Tel No: (012) 336 6783  
: All applications to be submitted online on the following link: <https://erecruitment.dws.gov.za/>

**POST 42/143** : **GENERAL WORKER (X10 POSTS)**  
Branch: Infrastructure Management: Northern Operations  
Dir: Operations Northern Cluster (Groblersdal Area Office)

**SALARY CENTRE** : R138 486 per annum (Level 02)  
: Buffelskloof Dam Ref No: 281125/24 (X1 Post)  
Tours Dam Ref No: 281125/25 (X1 Post)  
Kwena Dam Ref No: 281125/26 (X2 Posts)  
Mapochgronden GWS (Vlugkraal Dam) Ref No: 281125/27 (X1 Post)  
Injaka Dam (Bushbuckridge) Ref No: 281125/28 (X1 Post)  
Rhenosterkop / Mkhombo Dam Ref No: 281125/29 (X1 Post)  
Bronkorstspruit Dam Ref No: 281125/30 (X3 Posts)

**REQUIREMENTS** : An ABET Certificate. A higher qualification will serve as an added advantage. Preference will be given to candidates who can demonstrate relevant work experience in a similar environment. Knowledge of general worker in handling gardening equipment and appliances. Knowledge of working on various general work including lawn care process. Basic knowledge of maintenance practices for the efficient and safe upkeep of government water infrastructure and associated facilities.

**DUTIES** : Carry out general maintenance activities including weed control, gardening, painting, maintenance of fire breaks and herbicide application. Conduct general routine inspections on Departmental infrastructure. Perform maintenance tasks on government water infrastructure and related facilities such as canals, pipelines, dams, servitudes, terrain and buildings. Report faults, defects, and safety hazards to supervisors promptly. Load and off-load equipment. Adhere to the Occupational Health and Safety (OHS) Act and all related safety regulations. Assist with other general duties as and when requested.

**ENQUIRIES APPLICATIONS** : Mr. ST Ngcobo Tel No: (013) 262 6839 (Groblersdal)  
: All applications to be submitted online on the following link: <https://erecruitment.dws.gov.za/>