



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION
CLOSING DATE: 13 May 2024

NOTE: Interested applicants must submit their applications for employment to the address specified on each post. Applications must be submitted using the newly implemented Z83 form obtainable on the Department of Water and Sanitation's website, under career opportunities or the DPSA website, under vacancies in the Public Service (point 4) and should be accompanied by a comprehensive CV (with full particulars of the applicants' training, qualifications, competencies, knowledge & experience). All required information on the Z83 application form must be provided. Other related documentation such as copies of qualifications, identity document, drivers 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 of the Z83 must be completed as these fields are regarded as compulsory and such details must also be included in the applicants CV. For posts requiring a drivers license, annotate such details on CV. 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 qualification/s (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 a 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 or e-mailed 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.

POST: ASSISTANT DIRECTOR: COMMUNICATION REF NO. 130524/09
BRANCH: PROVINCIAL OPERATIONS: GAUTENG DIR: SUPPORT SERVICES
SALARY: R552 081 per annum (Level 10)
CENTRE: Gauteng Provincial Office

REQUIREMENTS: A National Diploma or Degree in Communication / Journalism. Three (3) years supervisory management experience in Communication. Three (3) to (5) five years' experience in a communication environment will serve as an added advantage. The disclosure of a valid unexpired driver's license. Disciplinary knowledge in communication and media studies, political science and policy, public administration. Knowledge of design principles, techniques, and tools. Knowledge of the writing process reviewing and proofreading. Knowledge and understanding of water sector legislation. financial management and PFMA. Knowledge of techniques and procedures for the planning and execution of operations. Knowledge and understanding of programme and project management. Knowledge of relationship management. 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: Implementation of communication plans. Implement media production, issue publications, organise press conference and media coverage to the Department. Implement or improve concepts, theories, and operational methods. Disseminate knowledge related of information on work organisation. Organise and implement publicity projects and events. Establish and maintain stakeholder relations with community and media.

ENQUIRIES: Mr. S Nevhorwa, Tel No: 012 392 1324

APPLICATIONS: Gauteng Provincial Office: Please forward your application, quoting the relevant reference number, to The Provincial Head, Department of Water and Sanitation, Private Bag X995, Pretoria, 0001 or Hand deliver at 285 Francis Baard Street, Bothongo Plaza East Building, 15th Floor. For attention: Mr. Elphus Pinga