



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

WATER AND SANITATION

APPLICATIONS

Please forward your applications quoting the relevant reference number for **Centre: Pretoria:** To the Department of Water and Sanitation, Private Bag X 350 Pretoria 0001 or hand deliver at Continental Building, corner Cnr Visagie and Bosman, street, Pretoria. **For attention:** Ms Cindy Mazibuko.

For Centre : Western Cape Regional Office Please forward your applications quoting the relevant reference number to The Regional Head: Western Cape, Department of Water and Sanitation, Private Bag X16, Sanlamhof, 7532 or hand deliver to Sigma Building, 3 Blanckenberg Road, and Bellville. **For attention:** Mr. B. Saki 021 941 6018

For Centre Mmabatho: Please forward your applications quoting the relevant reference number to The Provincial Head, Department of Water and Sanitation, Private Bag x 5, Mmabatho 2735. Cnr Dr. James Moroka Drive and Sekame Road Mega City Shopping Centre Unit 99, Ground Floor. **For attention:** Ms K Mutoane

For Centre Durban/Dundee Please forward your applications quoting the reference number to the: Provincial Head: KwaZulu-Natal, Department of Water and Sanitation, P O Box 1018, Durban, 4000 or hand deliver to 88 Joe Slovo Street, Southern Life Building, 9th Floor, Durban. **For attention:** The Manager (Human Resources)

CLOSING DATE

03 JUNE 2016 AT16H00.

NOTE:

Applications must be submitted on a signed and dated Z83 form, obtainable from any Public Service Department, and should be accompanied by a comprehensive CV as well as certified copies of qualifications and Identity Document. For all posts, please forward your application quoting the relevant reference number, to the address mentioned at each post. No late, faxed or e-mailed applications will be accepted. Note: If you have not heard from us within two (2) months of the closing date, please accept that your application was unsuccessful. Preference will be given to previously disadvantaged groups. If no suitable candidates from the unrepresented groups can be recruited, candidates from the represented groups will be considered. Successful applicants will be required to undergo standard Government security clearance procedures and verification of qualification prior to appointment. Should you be in a possession of a foreign qualification(s), it must be accompanied by an evaluation from South African Qualification Authority (SAQA). "All SMS shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools" **People with disabilities are highly encouraged to apply for the posts.**

POST:

ASSISTANT DIRECTOR: INTERGOVERNMENTAL RELATIONS AND SECTOR COLLABORATION REF: 030616/19

SALARY:

R 389 145 per annum (Level 10)

CENTRE:

Western Cape Regional Office: Bellville

REQUIREMENTS:

Degree or National Diploma in Social Sciences. Three (3) to five (5) years relevant experience in Intergovernmental Relations. Proven track record in the Water Sector. Good knowledge of the Water Sector. Excellent networking and communication skills. Strong critical analytical skills. Practical knowledge of intergovernmental relations. Leader and human resource management skills. Computer literacy. Good understanding of intergovernmental relations and co-operative governance. Valid driver's license is essential (certified copy must be attached) and willingness to travel. Good communication skills (both written and verbal). Flexibility and strong organizational skills, initiative and innovative skills. Knowledge of Departmental processes. Knowledge of the Acts of the Department. Willingness to travel and work irregular hours. Proven managerial track record.

DUTIES:

Facilitating the identification of projects and project list, drafting of Business Plans and Action Plans. Facilitate establishment of Water and Sanitation Forums within the 27 Dysfunctional District Municipalities and Hotspot areas. Facilitate the Establishment of Partnerships that will deliver benefit to communities. Facilitate Stakeholder Engagements at community level. Develop and manage the database of all partner stakeholders. Facilitate lesson sharing within the Water and Sanitation sector. Facilitate and coordinate mobilisation for Ministerial events. Facilitate quarterly meetings with other sector Departments in collaboration with DLG. Facilitate Working Group and Forum meetings and ensure buy-in from municipalities' sector partners as well as Civil Society. Support, Facilitate integrated planning of water and sanitation services to enhance sector collaboration. Submission of monthly cash flows and all the required reports (monthly and quarterly). Manage human resources

ENQUIRIES:

Ms A Gaju Tel, (021) 941 6199