



water affairs

Department:
Water Affairs
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION

CLOSING DATE

13 MAY 2016 at 16H00.

APPLICATIONS

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

APPLICATIONS

Please forward your applications quoting the relevant reference number for **Centre: Mmabatho:** The Provincial Head, Department of Water and Sanitation, Private Bag x 5, Mmabatho I2735. Cnr Dr. James Moroka Drive and Sekame Road Mega City Shopping Centre Unit 99, Ground Floor, **For attention:** Ms K Mutloane

APPLICATIONS

Please forward your applications quoting the relevant reference number for **Centre: Gauteng:** The Provincial Head: Gauteng, Department of Water and Sanitation, Private Bag X995, Pretoria, 0001 or hand deliver to 285 Francis Baard, Bothongo Plaza East, Pretoria. **For attention:** Mr S Nevhorwa (012) 392 1324

APPLICATION

Please forward your applications quoting the reference number **Centre: Durban** to the: Provincial Head: KwaZulu-Natal, Department of Water Affairs, 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)

APPLICATIONS:

Please forward your applications quoting the reference number **Centre: King William's Town** to: The Department of Water Affairs, Private Bag X 7485, King William's Town, 5600 or hand deliver at the 2 Hargreaves Avenue, King William's Town. **For attention:** Mr K. Noah

NOTE:

Applications must be submitted on signed and dated form Z83, 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 subject 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

VIDEOGRAPHER – THREE (3) YEAR CONTRACT REF130516/43

SALARY

R 262 272 per annum Level 8

CENTRE

Pretoria

REQUIREMENTS:

An appropriate 3 year Degree or National Diploma or similar qualification in Videography. Two (2) to three (3) years relevant experience. Proficient on both PC and Mac platforms working with Adobe CS5, Premier and/or Final Cut Pro or other relevant professional video editing software. Technical Skills required for operating different types of video graphic equipment such as lighting and lenses to the best effect. Artistic vision and creativity for a personal perspective and style as well as the ability to communicate a visual message in the most effective manner. Proficient in MS Word; PowerPoint and Excel. Willingness to acquire additional Application Software skills for the management and maintenance of the video graphic library and database as well as Internal Communication system. Sufficient human management skills and experience. Excellent communication skills including: verbal, writing, and presentation skills. Sound interpersonal skills as well as ability to work in a multidisciplinary team. Clear understanding of human resources management and development policies. Knowledge of the procurement processes in the public sector. Willingness to work abnormal hours and under pressure as well as travelling country wide. A valid Code 8 (EB) driver's licence and willingness to travel country wide is absolutely essential.

DUTIES:

Lead the development of an effective video studio. Maintain and manage an effective video archive/library. Processing and conversion of video. Capture video as required by the department for use in publications, advertising, exhibitions and other promotional needs. Be willing to travel to build and maintain a comprehensive video library of events, projects and other Water and Sanitation related matters, and update as required. Communicate and liaise with clients to understand and answer their Video needs. Prepare for video shoots, maintain and manage video equipment. Package final material for production. The successful applicant must also: Assist the Deputy Director to supervise and manage the studio and be able to take over those responsibilities should the situation require. Assist with the management of stock, consumables and equipment. Please note that candidates will be subjected to practical assessment.

ENQUIRIES:

Mr M Motlhalwa tel ,(012) 336 7957