



WATER AND SANITATION

APPLICATIONS

For Centre: Pretoria and Gauteng Please forward your applications quoting the relevant reference number 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 or Bellville 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: Mbombela, Bronkhorstspuit, Mpumalanga and Nelspruit please forward your applications quoting the relevant

reference number. The Acting Provincial Head, Department of Water and Sanitation, Private Bag X 11259, Mbombela 1200. Applications can also be hand delivered to the Department of Water and Sanitation and deposited into the application box at the reception ground floor, Prorum building, Corner Brown & Paul Kruger Street, Mbombela. **For Attention:** Mr AA Lessing

For Centre: Limpopo please forward your applications quoting the relevant reference number to: Private Bag X 9506, Polokwane, 0700 or Hand Deliver to Azmo Place Building Department of Water Affairs, 49 Joubert Street, Corner Thabo Mbeki & Joubert Streets, AZMO PLACE Building (Registry Office 4rth floor). For **attention:** Mr. MP Makgakga Tel no 015 290 1386

For Centre: North West please forward your applications quoting the relevant reference number 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

Mutloane

For Centre: Free State please forward your applications quoting the relevant reference number to: Private Bag 528 Bloemfontein.9300. or hand deliver at 2 floor,Bloem Plaza, cnr East burger and Charlotte Maxeke Str, Bloemfontein,9300. for attention: Mr J Mofokeng

For Centre: Northern Cape please forward your applications quoting the relevant reference number to: Private Bag x 6101. Kimberley 8301 or hand deliver at 28 Central Road, Beaconsfield, **Kimberley**. **For attention:** The Manager (Human Resources).

For Centre: Kwazulu Natal please forward your applications quoting the relevant reference number to: 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).

For Centre: Eastern Cape please forward your applications quoting the relevant reference number to: Private bag X 7485, King Williams Town, 5600 or hand deliver at the 2 Hargreaves Avenue, King William's Town. **For attention:** The Manager

CLOSING DATE

17 June 2016 Time: 16H00

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:

CHIEF DIRECTOR: CORPORATE SUPPORT SERVICES REF: 170616/17

SALARY

R1 042 500 annum (all inclusive package) level 14

CENTRE

Pretoria

REQUIREMENTS

A B Tech in Public Administration or Social Science (NQF 7) or Honours Degree. Ten (10) years experience in administration of which five (5) years should be at senior management level. Knowledge of relevant acts and legislations on Human Resource and Water and Sanitation related issues. Knowledge and understanding of policy and Strategy development. Knowledge and understanding of project and programme management. Knowledge and application of financial Management. Strategic capability and leadership. Change management. Problem solving and analysis. People

management and empowerment. Client orientation and customer focus. Communication, accountability and ethical conduct.

DUTIES

Collate information pertinent to the Office of the Director- General for reporting on performance achievements against strategic plan. Ensure strategic processing of correspondences in the Office of the Director-General. Manage the functional support of the Office of the Director-General. Handle all finances planning and management in the Office of the Director-General. Ensure high level strategic engagements in the in the Office of the Director-General. Ensure an executive and strategic support service to the Department

ENQUIRIES

Ms I Maboko Tel 012 336 6696