



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION

- APPLICATIONS** : For Centre: **King William's Town, Port Elizabeth, East London, Cradock, Mthatha**, 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: Mr MK. Noah
- CLOSING DATE** : 01 July 2016 Time: 16H00
- POST** : **PRINCIPAL COMMUNICATION OFFICER. REF: 010716/14**
- SALARY** : **R 262 272.00 per annum (level 8)**
CENTRE : **King William's town**
REQUIREMENTS : Degree or National Diploma in Communication. Three (3) to five (5) years experience in communication. Advanced computer literacy (Ms Office Programmes, Word, Excel in communication and mediastudies. Disciplinary knowledge in political science and policy. Disciplinary knowledge in public Administration. Knowledge of design principles, techniques and tools. Knowledge of the writing process reviewing and proofreading. Understanding of Water Sector legislation, Financial Management and knowledge of PFMA Decision making. Knowledge techniques and procedures for the planning and execution of operations. Programme and Project Management. Knowledge of relationship management. Problem solving and analysis. People and Diversity Management. Client Orientation and Customer Focus. Good communication skills. Accountability and Ethical Conduct. Working under pressure. Candidate must have newsroom experience. A valid code 08 drivers license is required.
- DUTIES** : Implement communication plans. Execute media production, Issue publications, organise press conferences and media coverage to the department. Develop or improve concepts, theories and operational methods. Disseminate knowledge relating to information on work organisation. Organise and implement publicity projects and events. Establish and maintains stakeholder relations with community and media. General administration of the unit.
- ENQUIRES** : Mr. T Ngcume, Tel (043) 604 5418