



## water & sanitation

Department:  
Water and Sanitation  
REPUBLIC OF SOUTH AFRICA

### DEPARTMENT OF WATER AND SANITATION

- APPLICATION** : **For Centre: Mmabatho** Please forward your applications quoting the relevant reference number to: The Provincial Head: North West, Department of Water and Sanitation, Private Bag X5, MMABATHO 2735 or hand delivered at Mega City Shopping Centre , Unit number99 , Cnr. Dr. James Moroka and Sekame Road. **For attention:** Mr. Mothusi Ntwe.
- CLOSING DATE** : **25 NOVEMBER 2016 TIME: 16H00**
- POST** : **SENIOR COMMUNICATION OFFICER REF: 181116/77**
- SALARY** : R262 272 per annum (Level 8)
- CENTRE** : Mmabatho
- REQUIREMENTS** : Degree /National Diploma in Communication. Three (3) years experience in communication. A valid driver's licence. (Certified copy must be attached). Disciplinary knowledge in communication and media studies. Disciplinary knowledge in Political science and policy and Public administration. Knowledge of design principles, techniques and tools. Knowledge of writing process reviewing and proofreading. Understanding of Water Sector legislation. Financial management and knowledge of PFMA. Sound knowledge of techniques and procedures for the planning and execution of operations. Knowledge of relationship management. Excellent communication skills. Client orientation and customer focus.
- 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 maintain stakeholder relations with community and media.
- ENQUIRIES** : Ms K Mokaila, Tel. (018) 387 – 9500