



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION

- APPLICATIONS** : Centre: KwaZulu-Natal. 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: HR Manager
- CLOSING DATE** : **25 AUGUST 2017 TIME: 16H00**
- POST** : ASSISTANT DIRECTOR: MONITORING AND EVALUATION REF NO: 250817/14
- SALARY** : R 334 545 per annum, (Level 09)
- CENTRE** : Kwa - Zulu Natal
- REQUIREMENTS** : National Diploma or Degree in Public Management/Business Management or Project Management. Three (3) to five (5) years management experience in monitoring and evaluation. Knowledge and understanding on Human Resource Management Legislation, policies, practices and procedures. Knowledge of Developing tools of monitoring and evaluation. Development of procedure for data collection Knowledge of compiling reports. Knowledge of equal opportunities and Affirmative action guidelines and laws. Departmental policies and procedures. Governmental financial systems. Framework for managing performance information. Working under pressure of multiple deadlines. Problem solving and analysis. People and diversity management. Client orientation and customer focus. Good communication, accountability and ethical conduct. Valid driver's license is essential (Attached certified copy).
- DUTIES** : Active involvement in the development of Business Plans, demand and risk management plan. Collate and coordinate monthly and quarterly progress reporting. Assist in the development of monitoring and evaluation tools. Develop and implement and organisational performance. Monitoring and evaluation systems aligned to policies, strategies, guidelines, directives and procedures. Assist in the design of an impact evaluation plan. Conduct sport checks on progress of projects on a regular basis. Compile monitoring and evaluation reports. Conduct research to contribute to continuous improvement of organisational planning process of the Department. Analyse legislative prescripts policy documents and reports.
- ENQUIRIES** : Mr. D. Nyathi, Tel 031 – 336 2700.