



**DEPARTMENT OF WATER AND SANITATION**

- APPLICATIONS** : Centre: Pretoria/Limpopo Provincial Office: Please forward your applications quoting the relevant reference number to the Department of Water and Sanitation, Private Bag X350, Pretoria, 0001 or hand deliver to Continental Building, Corner of Visagie and Bosman Street, Pretoria. For Attention: Ms L Van Wyk
- CLOSING DATE** : 18 May 2018 TIME: 16h00
- POST** : DEPUTY DIRECTOR: HUMAN RESOURCE DEVELOPMENT REF NO: 180518/03
- SALARY** : R 657 558 per annum (All-inclusive salary package), Level 11
- CENTRE** : Pretoria
- REQUIREMENTS** : A National Diploma or Degree in Human Resources or relevant. Three (3) to five (5) years supervisory experience in Human Resource Development. Knowledge and experience in HRD policy implementation and monitoring. Knowledge and experience in Project and Programme Management. Knowledge and experience in Skills Development Planning. Knowledge and experience in PMDS and Adult Education and training (AET). Knowledge and experience of Recognition of improved qualification (RIQ). Knowledge and experience in Workplace Skills Plans (WSP). Knowledge and experience in HRD principles. Policy implementation. Problem solving, analysis, people and diversity management. Client and customer focus. Good communication/interpersonal skills. Accountability and ethical conduct.
- DUTIES** : Manage the implementation of HRD strategy and plan. Co-ordinate the development of the Annual HRD implementation plan. The facilitation of the review of the HRD strategy. Development and implementation of workplace Skills Plans (WSP). To co-ordinate the establishment, training and effective functioning of Skills Development Committees (SDC). To ensure the implementation of Adult Basic Education and Training (ABET). Development and implementation of bursary scheme policy. To ensure the implementation of the Bursary Scheme.
- ENQUIRIES** : Ms. M Moagi, Tel (012) 336 7447