



DEPARTMENT OF WATER AND SANITATION

- APPLICATIONS** : Centre: Pretoria Head 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** : 20 April 2018 TIME: 16h00
- POST** : **ASSISTANT DIRECTOR: BILATERAL RELATIONS REF NO: 200418/08**
- BRANCH** : **INTERNATIONAL WATER COOPERATION**
- SALARY** : **R334 545 per annum (Level 9)**
- CENTRE** : **Pretoria**
- REQUIREMENTS** : National Diploma/ Degree in Public Administration/International Relations/Political Sciences. Three (3) to five (5) years experience in International relations. Experience in water sector. Knowledge and experience of international politics and difference between multilateral and bilateral cooperation. Knowledge and experience of developing policies and procedures. Knowledge and experience in research. Knowledge of Public Finance Management Act (PFMA). Knowledge of bilateral management issues. Knowledge of equal opportunities and affirmative action guidelines and laws. Knowledge of administrative procedures and systems. Knowledge of departmental policies and procedures and governmental financial systems. Knowledge of learning and teaching procedures and techniques. Understanding of the framework for managing performance information. Knowledge of implementing policies relating to PMDS. Problem solving and analytical skills. Good people and diversity management. Excellent client orientation and customer focus Good communication skills. Good accountability and ethical conduct.
- DUTIES** : Assist with the development of international cooperation of bilateral relations. Provide advice on the impact of relevant programmes with reference to Departmental Priorities. Assist with the identification of opportunities and manage strategic partnership with local and International stakeholders. Assist with coordination of the implementation of funded and strategic programmes and projects. Assist with the conducting of research and report findings and recommendations that advance objectives of the department.
- ENQUIRIES** : RG Moloi Tel: (012) 336 7053