



**DEPARTMENT OF WATER AND SANITATION**

- APPLICATIONS** : Centre Pretoria: 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: Mr M Banda
- CLOSING DATE** : 23 March 2018 TIME: 16h00
- POST** : CHIEF DIRECTOR: LEGAL SERVICES REF NO: 090318/01
- BRANCH** : CORPORATE MANAGEMENT
- SALARY** : R1, 127 334 per annum (All inclusive salary package), (Level 14)
- CENTRE** : Pretoria (Head Office)
- REQUIREMENTS** : An LLB/B Proc Degree (NQF level 7) or equivalent Law Degree. Admission as an Attorney or Advocate in terms of Legal Practice Act 28 of 2014. Five (5) to ten (10) years practical experience in Legal environment of which five (5) years should be at Senior Management level. Knowledge and practical application experience of business management principles, strategic planning, resources allocation and human resources. Knowledge of advanced law (general, constitutional, administrative, laws of contract, legislation and international law). Knowledge of the following legislations; The Public Service Act and regulations, Public Finance Management Act, Promotion of Administrative Justice and the Promotion of Access to Information Act. Knowledge of the Water Service Act and the National Water Act will be an added advantage. Good communication skills, analytical thinking, development skills. Interpersonal skills, strategic capability and leadership. Practical experience in policy development, strategic legal framework of the Department and litigation. Programme and Project management. Financial, change and knowledge management. Service Delivery Innovation (SDI). Excellent problem solving skills, analysis, management and empowerment. Client orientation and customer focus. Accountability and ethical conduct.
- DUTIES** : Develop a strategic legal framework for all legal processes in the Department. Develops guidelines for compiling reports on legal process and Tribunal appeals. To render legal support in all legal matters for and against the Department in appeal cases. Provide legal opinion on the departmental legal matters. Manages the departmental litigation process and coordinates stakeholder involvement. Provide corporate legal advice and process on a range of issues related to the Department's functions. Provide corporate law reform initiative related to and emanating from the Department. Provide the law reform initiatives related to and emanating from the Department. Ensures the finalisation of departmental legislation through consultation with State Law Advisors, stakeholders and submission to the Minister for direction. Manage resources, i.e. financial and human resources.
- ENQUIRIES** : Mr Squire Mahlangu, tel 012 336 8792