



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION

- APPLICATIONS** : North-West (Mmabatho): Department Please forward your applications quoting the relevant reference number to of Water and Sanitation, Private Bag X5 Mmabatho 2735 or and deliver at Mega City Shopping Centre, Corner. Dr. James Moroka Drive and Sekame Road, Unit 99 Ground Floor. For attention: Mr MJ Ntwe
- CLOSING DATE** : 30 November 2018 TIME: 16h00
- POST** : PROJECT ADMINISTRATOR REF NO: 301118/08
- BRANCH** : OPERATIONAL INTEGRATION NORTH WEST: DIV: INFRASTRUCTURE, DEVELOPMENT AND MAINTENANCE
- SALARY** : R299 709 per annum, (Level 08)
- CENTRE** : Mmabatho
- REQUIREMENTS** : A National Diploma or Degree in Public Administration or Project Management. Three (3) to five (5) years' experience in programmes administration environment. Programme and Project Management skills. Governmental financial systems. Knowledge of the Public Finance Management Act, Departmental policies and procedures. Service Delivery Innovation. Problem Solving and analysis skills. Client orientation and customer focus. Good communication skills both verbal and written. People and diversity management. Accountability and ethical conduct. Knowledge of education and training quality and affirmative action guidelines and procedures.
- DUTIES** : Ensure that plans on water harvesting are implemented. Facilitate project visits and verification of water sector projects. Monitor and evaluate the process of project delivery and its planned objectives in line with set targets and deliverables. Compile database on resource poor farmers as beneficiaries on rain water harvesting. Manage the provisioning of technical support to municipalities in the analysis of infrastructure plans and expenditure against budget including infrastructure maintenance. Oversee the process of conducting the assessment on condition and the extent of municipal infrastructure assets. Manage the provisioning of technical support to municipalities in assessing infrastructure maintenance budgets and expenditure to determine the provision of maintenance requirements. Oversee the development support intervention services to address service delivery needs.
- ENQUIRIES** : Mr M Mandavha, Tel no. 018 387 9500