



## water & sanitation

Department:  
Water and Sanitation  
REPUBLIC OF SOUTH AFRICA

### DEPARTMENT OF WATER AND SANITATION

NOTE: Applications must be submitted on a signed and dated Z83 form, obtainable from any Public Service Department, and should be accompanied by a comprehensive CV as well as certified copies of qualifications and Identity document. No late, faxed or e-mailed applications will be accepted. Correspondence will be limited to shortlisted candidates only. If you have not heard from us within two (2) months of the closing date, please accept that your application was unsuccessful. Preference will be given to previously disadvantaged groups. Successful applicants will be required to undergo standard Government security clearance procedures including verification of qualifications. Should you be in a possession of a foreign qualification(s), it must be accompanied by an evaluation from South African Qualification Authority (SAQA). "All SMS shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job, the logistics of which will be communicated by the department. Following the interview and technical exercise, the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools" People with disabilities are encouraged to apply for the posts. People who are not employed by the Public Service Departments are welcomed to apply for posts. The department reserves the right not to make an appointment.

- APPLICATIONS** : Pretoria:For purposes of response handling, please forward your applications quoting the relevant reference number to the Department of Water and SanitationGauteng Provincial Office, Private Bag X995, Pretoria, 0001 or hand deliver to 285 Francis Baard, 15th floor Reception, Bothongo Plaza East, Pretoria. For attention: Mr S Nevhorwa (012) 392 1324
- CLOSING DATE** : **16 August 2019 TIME: 16:00**
- POST** : DIRECTOR HUMAN RESOURCE PLANNING, RECRUITMENT AND SELECTION REF NO: 160819/01 (This is a re- advertisement; applicants who have previously applied are encouraged to re- apply)
- BRANCH** : CORPORATE SERVICES CD: HUMAN RESOURCE MANAGEMENT
- SALARY** : R 1 057 326 per annum (All-inclusive salary package), (Level 13)
- CENTRE** : Pretoria Head Office
- REQUIREMENTS** : At least an NQF level 7 qualification in Human Resource Management or related field as recognised by SAQA. Six (6) to ten (10) years experience in Human Resources Management of which five (5) years must be at middle/senior management level. Knowledge of HR policies, recruitment and selection processes, legislation governing HR within the Public Service, Labour Relations Act, Employment Equity Act and the SMS handbook. Knowledge of Persal, records management and business processes and HR transactions. People Management and empowerment, strategic capability and leadership, programme-, project-and change management, knowledge management, service delivery innovation, good problem solving and analytical skills, client orientation and customer service, excellent communication skills, accountability and ethical conduct. The successful candidate must have an ability to manage administrative processes and at the same time provide strategic support.
- DUTIES** : As the Head of the Directorate, the incumbent of this position will be responsible for oversight and accountability in respect of departmental HR planning, recruitment and selection. Ensuring and overseeing key business strategies by planning and implementing relevant initiatives. The management of sourcing and placement of staff within DWS. The development of departmental Integrated Human Resource Plan and Employment Equity Plan, implementation of targets and monitoring of the results. The management of human resources and budgeting for the Directorate.
- ENQUIRIES** : Mr C Greve, Tel 012 336 8402

