



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: 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 285 Continental Building, Corner of Visagie and Bosman Street, Pretoria. For attention: Ms LI Mabile
- CLOSING DATE** : **16 August 2019 TIME: 16:00**
- POST** : COMMUNICATION OFFICER: CORPORATE COMMUNICATION REF NO: 160819/06
- BRANCH** : CORPORATE SERVICES, DIV: MEDIA LIAISON AND CONTENT DEVELOPMENT
- SALARY** : R 257 508 per annum, (Level 07)
- CENTRE** : Pretoria
- REQUIREMENTS** : A National Diploma or Bachelor's Degree in Communication, Journalism or equivalent. At least two (2) years working experience in a communications or newsroom environment. News writing and content development expertise. Proficiency in at least three (3) official languages. Knowledge and practical working experience in content development, news writing, reviewing and proofreading. Knowledge and understanding of media management. Knowledge of techniques and procedures for the planning and execution of media activities. Programme and project management. Problem solving and analytical skills. People and diversity management. Client orientation and customer focus. Ability to work under pressure, travel nationally and meet deadlines. Accountability and ethical conduct. Ability to work under pressure and meet deadlines. An understanding of and commitment to government objectives, policies and programmes.
- DUTIES** : Implement communication plans. Develop and issue news and media products. Support media relations, internal communications and organise media briefings. Assist with the development and management of the budget for the section. Support the Chief Director: Communication Services with Corporate Communication functions.
- ENQUIRIES** : Ms J Julies-Nale 012 336 7908