



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 Head Office: Please forward your applications quoting the relevant reference number to the Department of Water and Sanitation, Private Bag X 350 Pretoria 0001 or hand deliver at Continental Building, Corner of Visagie and Bosman, Street, Pretoria. For attention: Ms L Mabile
- CLOSING DATE** : **27 September 2019 TIME: 16:00**
- POST** : DEPUTY DIRECTOR: MONITORING AND EVALUATION REF NO: 270919/02
- BRANCH** : PLANNING AND INFORMATION MANAGEMENTSD: OFFICE OF THE DDG
- SALARY** : R869 007 (All inclusive salary package), (Level 12)
- CENTRE** : Pretoria Head Office
- REQUIREMENTS** : A three year Degree in Public Management / Public Administration / Business Management / Project Management. Three (3) to Five (5) years relevant experience in the water and sanitation sector. Knowledge and experience in Monitoring and Evaluation processes and prescripts. . Experience/ exposure to the facilitation of strategic and business planning process. Knowledge of business management principles. Knowledge of strategic planning, financial resource allocation and human resources. Knowledge of Public Service act, Regulations, Public Finance Management Act. Project management skills, financial management skills, change management skills and knowledge Management skills. Service delivery innovation (SDI), problem solving and analysis. People Management and Empowerment. Client Orientation and Customer Focus. Good communication skills both verbal and written. Accountability and ethical conduct.
- DUTIES** : Facilitation of strategic and business planning process for the Branch: Planning and Information Management. Consolidate inputs into strategic plan, annual performance plan (APP) and operational plan for the Branch/Component. Coordinate and analyse the performance and other reports for the Branch on a monthly basis and as required. Conduct monitoring, sites visits, capturing, analysing and reporting of monitoring data. Compile budget needs for the Branch into Estimates of National Expenditure (ENE) as well as adjustments. Coordinate and compile in-year-monitoring reports. Coordinate risk management activities and the development of demand management plan as well as audit action plans. Manage the

relationship with other stakeholders on the implementation of monitoring and evaluation function.

ENQUIRIES

: Ms MC Mokhele, Tel No. 012 336 8284