



## 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 X350, Pretoria, 0001 or hand deliver to 285 Continental Building, Corner of Visagie and Bosman Street, Pretoria. For attention: Ms L Mabole
- CLOSING DATE** : **27 September 2019 TIME: 16:00**
- POST** : SENIOR HUMAN RESOURCE PRACTITIONER REF NO: 270919/06(This is a re-advertisement and those who has previously applied are encouraged to re-apply)
- BRANCH** : CORPORATE MANAGEMENTDIR: EMPLOYEE PERFORMANCE MANAGEMENT
- SALARY** : R 316 791 per annum, (Level 08)
- CENTRE** : Pretoria Head Office
- REQUIREMENTS** : A National Diploma or Degree in Human Resource Development or equivalent. Three (3) to five (5) years' experience in a Human Resource Development environment. Knowledge of administrative procedures. Disciplinary knowledge of Human Resources. Knowledge of dispute resolution process. Knowledge and experience of PMDS issues. Understanding of Social and Economic development issues. Basic Financial management and knowledge of PFMA. Knowledge management skills. Problem solving, analysis, people, diversity management, client orientation, customer focus skills. Good communication skills.
- DUTIES** : Facilitate the implementation of PMDS. Conduct PMDS training and awareness sessions. Render administration on the management of the PMDS in the Department. Ensure compliance in terms of PMDS policies and information. Provide feedback on identified administrative gaps. Ensure the alignment of individual performance agreement with business plan. Provide assistance in the development of performance agreements. Implementation of workplace skills plan. Conduct work skills plan workshop national and regions. Conduct training needs analysis to develop new training programs. Develop new training programmes. Modify existing programmes where applicable. Analyze skills development gaps. Facilitate the implementation of ABET.
- ENQUIRIES** : Ms N Myeni, Tel No: 012 336 7753