



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION CLOSING DATE: 04 September 2020

Note: Interested applicants must submit their applications for employment to the **postal address specified** to each post or e-mail at recruitment@dws.gov.za. 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 copies of qualifications and Identity document. No late, applications will be accepted. Original/certified copies must be produced by only shortlisted candidates during the interview date. A SAQA evaluation report must accompany foreign qualifications. Applications that do not comply with the above mentioned requirements will not be considered. All shortlisted candidates for SMS posts will be subjected to a technical and competency assessment. **A pre-entry certificate obtained from the National School of Government (NSG) is required for all SMS applicants.** Candidates will complete a financial disclosure form and also be required to undergo a security clearance. Foreigners or dual citizenship holders must provide the Police Clearance certificate from country of origin. The Department of Water Sanitation is an equal opportunity employer. In the filling of vacant posts the objectives of section 195 (1) (i) of the Constitution of South Africa, 1996 (Act No: 108 of 1996), the Employment Equity imperatives as defined by the Employment Equity Act, 1998 (Act No: 55 of 1998) and relevant Human Resources policies of the Department will be taken into consideration. Correspondence will be limited to short-listed candidates only. If you do not hear from us within two (2) months of this advertisement, please accept that your application has been unsuccessful. The department reserves the right not to fill these positions. **Women and persons with disabilities are encouraged to apply and preference will be given to the EE Targets.**

POST: ASSISTANT DIRECTOR: HUMAN RESOURCES DEVELOPMENT REF NO: 040920/09

BRANCH: CORPORATE SERVICES, SD: BURSARIES INDUCTION AND ABET

SALARY: R 376 596 per annum, (Level 09)

CENTRE: Head Office, Pretoria

REQUIREMENTS: National Diploma/Degree in Human Resources or relevant. Three (3) to five (5) years supervisory experience in Human Resources Development. Knowledge of policy development and implementation. Knowledge of Human Resource Development. Disciplinary Knowledge in HRD. Understanding of government legislation. Financial management, knowledge of PFMA. Knowledge of techniques and procedures for planning and execution of operations. Problem solving and analysis. People and diversity management. Client orientation and customer focus. Good communication skills. Accountability and ethical conduct.

DUTIES: Provide input in development of HRD policy and strategy, analyse human resources development trends. Implementation of workplace skills plan, conduct departmental training needs assessments. Implementation of the HRD programmes, coordinate ABET courses, i.e. Bursary, ABET etc. Development and implementation of all the training interventions. Monitor and evaluate the implementation of PMDS, measure compliance in terms of PMDS policies and information processes.

ENQUIRIES: Ms. N Myeni Tel No (012) 336 7753

NB: Preference will be given to persons with disabilities

APPLICATIONS: Head Office (Pretoria): Please **post** your applications or e-mail quoting the relevant reference number to the Department of Water and Sanitation, Private Bag X350, Pretoria, 0001 or e-mail at recruitment@dws.gov.za. For attention: Ms. L Mabile.