



## 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 copies of qualifications and Identity document. No late, faxed 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** : Head Office (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. L Mabole
- CLOSING DATE** : **06 March 2020 TIME: 16:00**
- POST** : DIRECTOR: CORPORATE COMMUNICATIONS REF NO: 060320/01
- BRANCH** : CORPORATE SERVICES
- SALARY** : R 1 057 326 per annum, (all-inclusive salary package), (Level 13)
- CENTRE** : Head Office Pretoria
- REQUIREMENTS** : A Bachelor's Degree or NQF level 7 qualification in Communications/ Journalism or relevant. At least ten (10) years working experience in a communications environment with five (5) years' experience at a Middle/ Senior management level. At least five (5) years supervisory working experience in a communications environment where communications with provincial communicators are managed. News writing and content development expertise. Proficiency in at least three (3) official languages. Knowledge and understanding of content management. Knowledge of techniques and procedures for the planning and execution of internal communications operations. Disciplinary knowledge in communication and media studies. Knowledge and practical working experience in copy writing news writing, copy editing and proofreading. Proven writing ability skills. Financial management and knowledge of the PFMA is an added advantage. An understanding of and commitment to government objectives, policies and programmes. Knowledge and experience in programme and project management skills. Client orientation and customer focus. Good communications skills. Ability to travel nationally. Accountability and ethical conduct. Good people management and empowerment skills. Ability to work under pressure and meet deadlines.
- DUTIES** : Promote and facilitate content and activities for an effective internal communication culture. Create internal communication platforms and mediums. Coordination with provincial communication staff for effective implementation. Manage content for online platforms. Activation plans with entities for effective implementation. Profile the Department through marketing and brand strategies including media buying. Develop multi-media communication products and advertisements. Promote language diversity in

the Department through the Language unit. Efficient administration support.  
Effective administrative and operational support.

**ENQUIRIES**

: Mr S Ratau, Tel No: 012 336 6813