



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION
CLOSING DATE: 13 November 2020

Note: Interested applicants must submit their applications for employment to the e-mail address specified to each post. 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: CHIEF ASSISTANT TECHNICAL OFFICER REF NO: 131120/14
BRANCH: CHIEF OPERATIONS OFFICE-KWAZULU-NATAL
SALARY: R257 508 per annum (Level 07)
CENTRE: Midmar Dam, Howick

REQUIREMENTS: A Senior / Grade 12 certificate with Mathematic / Mathematics Literacy as a passed subject. A valid driver's license (Code B or higher, certified copy must be attached). Six (6) to ten (10) years in collecting and processing of water related data. Knowledge of statistics and mathematics. High level knowledge of relevant equipment. Ability to operate independently. Good written and verbal communication skills. High degree of computer literacy and skilful in the usage of various Window-driven programs such as Excel, Word, PowerPoint etc. General office administration knowledge. Knowledge of the rivers and dams in KwaZulu-Natal Province. Knowledge of OHS.

DUTIES: Manage the real-time data system. Manage the instrumentation stock and develop and maintain a monitoring database. Withdraw data from various data collection apparatus and make the data available to the data processing team. Provide statistics and feedback for internal reporting and monitoring purposes. Ensure incoming requests are assigned to the appropriate staff. Produce data for technical reports. Liaise with technical staff. Ensure reliable hydrological source documents. Ensure an effective working environment. Coordinate, and control the quality of data and information supporting integrated systems. Maintain technical filing systems and correspondence systems. Arrange workshops, training sessions, and meetings and oversee the printing of technical documents. General office administration. Monitor workflow and collate progress reports. Gauge plate correction investigations and uploading. Supervision of subordinates.

ENQUIRIES: Mr B Pillay, Tel No: 031 336 2700

NOTE: Persons with disability, Females African and Indian are encouraged to apply.

APPLICATIONS: KwaZulu-Natal (Midmar Dam): Please email your application quoting the relevant reference number to KZNRecruitment@dws.gov.za For attention: Ms S Mbongwa