



## water & sanitation

Department:  
Water and Sanitation  
**REPUBLIC OF SOUTH AFRICA**

### **DEPARTMENT OF WATER AND SANITATION CLOSING DATE: 30 OCTOBER 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: IT TECHNICIAN REF NO: 301020/07

BRANCH: NWRI SOUTHERN OPERATIONS

SALARY: R376 596 per annum (Level 9)

CENTRE: Port Elizabeth

**REQUIREMENTS:** An Appropriate Degree/Diploma in Information Technology and Certified Microsoft Engineer; MSCE or MCSA and Comptia Certified A+ or Comptia Certified Network +. Three (3) years appropriate experience or, relevant certified plus six (6) years appropriate experience. A valid driver's license. (Attach a copy). Knowledge of the Access to information Act. Knowledge of information security protocols. Knowledge and experience of information technology developments and enhancements. Knowledge of administrative and clerical procedures and systems. Knowledge of the PFMA Act and departmental policies and procedures.

**DUTIES:** Installation of new hardware and software acquired. Equipment and software analysis. Physical inspection of equipment for any visible defects. Testing and connection of peripheral on their stations including driver installation. Provision on necessary training in operational use of equipment. Rolling out of new software on computer equipment as prescribed by Office of the CIO. Maintaining of existing hardware and software. Executing Root Cause Analysis with regards to hardware and software incidents and problems. Resolving warranty issues should equipment fall within this category. Providing clients with advice regarding future use or replacement of equipment / software. Support the configuration of hardware and software. Investigate calls for reconfigured hardware software. Investigate equipment / software capabilities. Decommissioning of hardware and software. Receive equipment that is to be removed from the system. In case of equipment with memory capabilities – ensure all data is permanently removed from devices. All hard – and software installations in the DWS domain. Executing client installations of Transversal system (Persal, SAP, BAS, Logis) and ensure software connectivity. Installation of LAN equipment and connectivity (UTP Cabling, Wi-Fi devices etc.). Ensure Server and WAN availability in conjunction with outsourced partner/s. Remote office and end user support within the responsibility area of IBOM: Southern Operations. Ensure that all IT policies, norms and standards are enforced. Compile monthly IT expenditure and performance reports. Knowledge of DWS Asset – and Supply Change Management procedures and functions will be an added advantage. The appointee will be expected to perform overtime and standby duties when necessary, and assist the Manager Information Systems Support with all IT Related tasks.

**ENQUIRIES:** Ms. EN Ngele Tel no 041 508 9744

**NB:** Preference will be given to African, Indian, Coloureds, White females and persons with disabilities.

**APPLICATIONS:** Port Elizabeth: Please e-mail your applications quoting the post reference number to: [SORrecruitment@dws.gov.za](mailto:SORrecruitment@dws.gov.za) For attention: Ms. B Gqokoma