



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION
CLOSING DATE: 10 December 2021

Note: Interested applicants must submit their applications for employment to the e-mail address specified on each post. Applications must be submitted using the newly implemented Z83 form obtainable on the Department of Water and Sanitation's website, under career opportunities or the DPSA website, under vacancies in the Public Service (point 4) and should be accompanied by a comprehensive CV as well as copies of qualifications, identity document and a valid driver's license (where applicable) which need not to be certified when applying for a post. Original/certified copies must be produced by only shortlisted candidates during the interview date. All required information on Form Z83 must be provided. Failure to complete or disclose all required information will automatically disqualify the applicant. All documents must be submitted in one email in a PDF format. The attachment/s, may not exceed 5mb. Subject title on the email must clearly display the reference number of the post applied for. Applicants should forward applications to the correct email address of the post as wrong emailed applications will not be considered. No late applications will be accepted. A SAQA evaluation certificate must accompany foreign qualification/s. Applications that do not comply with the above mentioned requirements will not be considered. *All shortlisted candidates pertaining to Senior Management Services (SMS) posts will be subjected to a technical and competency assessment and a pre-entry certificate obtained from the National School of Government is required prior to the appointment. (Individuals who have completed the course already, and who are therefore in possession of a certificate are welcome to submit such, however it is not required that an applicant submit such when applying for the post prior to the closing date. The link for the completion of the course for the certificate for the pre-entry into SMS can be found on <http://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. Candidates will be required to complete a financial disclosure form and undergo a security clearance. Foreigners or dual citizenship holders must provide a police clearance certificate from country of origin. The Department of Water and 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: DRIVER/OPERATOR REF NO: 101221/15

BRANCH: PROVINCIAL COORDINATION AND INTERNATIONAL COOPERATION: GAUTENG

SALARY: R124 434 per annum (Level 3)

CENTRE: Hydrometry Office (Boskop Dam)

REQUIREMENTS: A Grade 10 certificate. Driver's License Code EC with valid PDP / Operator License (Attach a copy). One (1) to three (3) years experience in driving. Experience in driving services. Knowledge in operating services. Knowledge of organizational policies, procedures, process and organizational and government structures. Basic knowledge in technical services. Knowledge of government regulations, practice notes, circulars, and policy frameworks. Delegation authority. Knowledge of Financial management and PFMA.

DUTIES: Responsible for conducting quality assurance of driver/operator systems. Implement best practice of driver/operator systems. Responsible for daily roadworthy inspections. Responsible to ensure that vehicles are serviced on time. Analyze logistics operations. Transportation of personnel, equipment and materials. Collection of goods at suppliers and departmental stores. Maintenance of register regarding deliveries and pickups. Function in accordance with applicable legislative requirements. Routine maintenance of equipment. Routine inspection of visible defects around the exterior of the equipment and vehicles. Attend to special requests. Recording of daily trips, fuel and fluids levels. Periodic checks on vehicles maintenance standards. Ensure that the place is clean, where equipment is kept in order to avoid fire hazards. Ensure the safekeeping of equipment and vehicles. Assist with maintenance work at gauging stations. Assist with refurbishment and construction work at gauging stations. Assist the technical personnel with special tasks.

ENQUIRIES: Mr N. Adams Tel No. (018) 298 9000

APPLICATIONS: Boskop Dam: Please email your application quoting the relevant reference number on the subject line to adamsn2@dws.gov.za For Attention: Mr Naeim Adams