

DEPARTMENT OF WATER AND SANITATION
CLOSING DATE: 19 March 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 and Identity document (all documents must be submitted in **one** email in a PDF format. The attachment/s, may not **exceeding 10mb**) 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. 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 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 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: SENIOR COMMUNICATION OFFICER REF NO.190321/20
BRANCH: CHIEF OPERATIONS OFFICE: FREE STATE
CENTRE BLOEMFONTEIN

SALARY: R316 791 per annum (Level 08)

REQUIREMENTS: A National Diploma or Degree in Communication, Journalism, Public Relations, Media Studies or equivalent. At least three (3) years' experience in Communication Environment. Excellent writing skills. Understanding of media environment and news trends. Disciplinary knowledge in communication and media relations. Knowledge of communications principles, techniques and tools. Knowledge of the writing process reviewing and proofreading. Knowledge of relationship management. Problem solving and Analysis. Client orientation and customer focus. Excellent communication skills. Accountability and ethical conduct. Ability to work under pressure and meet deadlines. Understanding and commitment to government objectives, policies and programmes. Newsroom experience will be an added advantage. Driver's license.

DUTIES: Development of communication plans. Develop media products, issues publications, organise press briefing and media tours for media coverage in profiling the work of government. Organise newsroom visits for senior managers. Disseminate knowledge relating to information on work of the organisation. Organise and implement publicity campaigns and events. Ensure media monitoring and rapid response. Establish and maintain stakeholder relations with community and media.

ENQUIRIES: Mr L Crisp, Tel No: 051 405 9000

APPLICATIONS: Free State (Bloemfontein): Please email your applications quoting the relevant reference number to FSRecruitment@dws.gov.za For attention: Ms. L Wymers