



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION
CLOSING DATE: 27 June 2022

NOTE: Interested applicants must submit their applications for employment to the 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. All required information on the Z83 application form must be provided. Other related documentation such as copies of qualifications, identity document, drivers license etc need **not** to accompany the application when applying for a post as such documentation must only be produced by shortlisted candidates during the interview date. With reference to applicants bearing professional or occupational registration, fields provided in Part B of the Z83 must be completed as these fields are regarded as compulsory and such details must also be included in the applicants CV. Failure to complete or disclose all required information will automatically disqualify the applicant. 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 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 three (3) 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: DIRECTOR: MEDIA LIAISON REF NO: 270622/01
BRANCH: CORPORATE SUPPORT SERVICES CD: COMMUNICATION SERVICES
SALARY: R 1 073 187 per annum (Level 13) (All-inclusive salary package)
CENTRE: PRETORIA HEAD OFFICE

REQUIREMENTS: A Degree in Communications, Media Studies, Public Relations or Journalism at NQF 7 and any relevant undergraduate qualification or equivalent. A post graduate degree will be an added advantage. Five (5) years' experience at middle /senior management level. Knowledge and experience in Communications and Mass Media. Relevant exposure to political activities. Knowledge and experience of Ministry operations. Broad knowledge and understanding of the functional areas covered by the executive authority's operations. Working knowledge of the political and parliamentary processes. Knowledge and skilled in the communication space. Ability to communicate with different stakeholders including the media houses. Knowledge and understanding of the applicable prescripts, policies, and procedures. Strategic capability and leadership. Financial, change and knowledge management. Service delivery innovation. Problem solving and analysis. People management and empowerment. Client orientation and customer focus. Excellent communication skills (both verbal and written). Competent in speech writing skills. Accountability and ethical conduct.

DUTIES: Handle administrative support and enquiries on communication matters in the Department, Office of the Minister and the Office the Deputy Ministers. Handle priority enquiries and those on emergency basis concerning the water sector. Management of all communication services and enquiries on time. Liaise with the different media houses on behalf of the Department, Minister and Deputy Ministers. Establish and maintain good working relations with the media. The management of media events. Liaise with different stakeholders on ministerial matters. To be vigilant and abreast with political dynamics in the water sector and in the country as a whole. Ensure that the media component strategic objectives are aligned with the GCIS strategic plans and are updated regularly. Oversee that the Ministry support services components handle correspondence accordingly. Departmental Media Liaison to work relatively closely with the Minister's Media Liaison Officer. The drafting of speeches, media statements, articles and other

documents as directed. Development and implementation of media communication and media liaison strategies.
Media monitoring and coordinate media events and other public engagements.

ENQUIRIES: Dr M Mathebula Tel No (012) 336 8012

APPLICATIONS: Head Office (Pretoria): Please forward your application quoting the relevant reference number to the Department of Water and Sanitation, Private Bag X350, Pretoria, 0001 or hand deliver to Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria For Attention: Planning, Recruitment and Selection unit.