



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION
CLOSING DATE: 01 SEPTEMBER 2023

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 (with full particulars of the applicants' training, qualifications, competencies, knowledge & experience). All required information on the Z83 application form must be provided. Other related documentation such as copies of qualifications, identity document, driver's 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 in line with DPSA circular 19 of 2022. 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. For posts requiring a driver's license, annotate such details on 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 (only when shortlisted). 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 (only when shortlisted). 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. Faxed or emailed applications will not be considered. 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 SCIENTIFIC SUPPORT OFFICER (X4 POSTS) REF NO: 010923/03

(Re-advertisement applicants who previously applied are encouraged to re-apply)

BRANCH: INFRASTRUCTURE MANAGEMENT: HEAD OFFICE, DIR: TECHNICAL ENGINEERING SUPPORT SERVICES

SALARY: R 294 321 per annum, (Level 7)

CENTRE: Pretoria Head Office

REQUIREMENTS: A Senior / Grade 12 Certificate (with Mathematics / Mathematics Literacy). Six (6) to Ten (10) years of experience in technical drawing using Computer Aided Design Software (CAD) or related drawing software. The disclosure of a valid unexpired driver's licence. Computer Literacy. Knowledge of technical drawing. Knowledge of SANS codes. Knowledge of database systems. Effective communication and organizing skills. Good interpersonal relations. Good Technical report writing skills.

DUTIES: Compile and edit drawings/plans/maps/reports. Processing technical drawings and reports. Create, edit, and process technical drawings and reports. Apply departmental, SANS and other applicable standards. Check drawings/plans/maps for compliance with standards. Liaise with clients when necessary. Distribute drawings, data, and information. Provide monthly portfolio of evidence on work completed. Operate plotters, scanners, printers, and computers. Archiving and retrieval of drawings. Gather technical drawing data from drawing filing system. Training of staff. Assist with the registration and capturing of engineering drawings. Conduct site visits if necessary to obtain information.

ENQUIRIES: Mr. V Monene, Tel No: 012 336 7842.

APPLICATIONS: Pretoria (Head Office): 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. 0001, For Attention: Planning, Recruitment & Selection Unit.