



## water & sanitation

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

DEPARTMENT OF WATER AND SANITATION  
CLOSING DATE: 19 June 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: DIRECTOR: INTERNAL COMMUNICATION REF NO: 190623/02  
BRANCH: CORPORATE SUPPORT SERVICES DIRECTORATE: INTERNAL COMMUNICATION  
SALARY: R1 162 200 per annum (Level 13) (all-inclusive salary package)  
CENTRE: Head Office Pretoria

REQUIREMENTS: A Bachelor's Degree or NQF level 7 qualification in Communications/ Journalism or related qualification. Post graduate qualification in communication will serve as an added advantage. At least ten (10) years working experience in a communications environment with five (5) years' experience at a Middle / Senior management level. At least five (5) years supervisory working experience in a communications environment. The disclosure of a valid driver's license. Experience in planning and executing media communications including content development and news writing. Proficiency in at least three (3) South African official languages. Experience in written and verbal media and communications. Knowledge and practical working experience in copy writing news, copy editing, and proofreading. Knowledge and understanding financial management and PFMA, Knowledge of government objectives, policies, and programmes. Knowledge and experience in programme and project management skills. Client orientation and customer focus. Good communications skills. Ability to travel nationally. Accountability and ethical conduct. Good people management and empowerment skills. Ability to work under pressure and meet deadlines within prescribed timeframe and tight schedules.

DUTIES: Promote and facilitate content and activities for an effective internal communication culture through internal news publications, self izimbizo, internal staff activations, and internal communication campaign. Manage content for online platforms for departmental publication through audio, and visual materials. Profile the department through marketing and brand strategies including developing multi-media communication products and advertisements through media buying. Promote language diversity in the department through the language policy implementation unit.

ENQUIRIES: Dr M Mathebula, Tel: 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