



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION
CLOSING DATE: 20 OCTOBER 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. 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: HEALTH AND SAFETY OFFICER REF NO: 201023/02

BRANCH: INFRASTRUCTURE MANAGEMENT: SOUTHERN OPERATION DIR: WATER RESOURCES
INFRASTRUCTURE OPERATIONS AND MAINTENANCE

SALARY: R359 517 per annum (Level 08)

CENTRE: Ulitkeer

REQUIREMENTS: A National Diploma or Bachelor's degree in occupational health and safety. Three (3) to five (5) years' experience in Occupational Health and Safety environment. The disclosure of a valid unexpired driver's license. Strategic and operational plan in occupational health and safety management. Policy implementation. Monitoring and evaluation principles. Knowledge of research procedures and techniques. Disciplinary knowledge in Occupational Health and Safety. Disciplinary knowledge in Public Administration. Knowledge of design principles, techniques, and tools. Knowledge of the writing process reviewing and proofreading. Understanding of Government legislation.

DUTIES: Implement health and safety legislation, regulations with an objective of ensuring that all reasonable and proper measures are taken to protect the safety and health of staff and visitors. Develop and share a vision and mission for the section. Promote safety awareness in working environment. Increase Health and Safety awareness at all levels within the organizations. Distribution of emergency procedures and fire safety programmes. Investigate and report on all accidents occurring at workplace. Conduct safety inspections. Assist in the organization and facilitation of workshops to create awareness on policies and guidelines. Manage all human resources and administration functions within the section. Coordinate training of personnel in areas of safety including first aid. Respond to employee's safety concerns. Ensure equipment are available for safe environment during emergency.

ENQUIRIES: Mr JM Viljoen Tel No: (041) 508 9703

APPLICATIONS: Southern Operation (Gqeberha/Port Elizabeth): Please forward your application quoting the relevant reference number to The Department of Water and Sanitation, P.O Box 5501, Walmer, Gqeberha/Port Elizabeth, 6065 or Hand deliver at 50 Heugh Road, Lion Roars Office Park c/o 3rd Avenue and Heugh Road, Walmer, Gqeberha/Port Elizabeth. For Attention: Mr. M Jonkerman