



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

EXTERNAL VACANCY CIRCULAR 01 OF 2023

DEPARTMENT OF WATER AND SANITATION
CLOSING DATE: 26 May 2023 @ 16H00

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, 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. 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. 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. 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. The successful candidates will be appointed on Standard Contract in terms of section 76 of the National Water Act, Act 36 of 1998.

POST: PRINCIPAL SAFETY COORDINATOR X2
BRANCH: INFRASTRUCTURE MANAGEMENT
CHIEF DIRECTORATE: CONSTRUCTION MANAGEMENT
SALARY: R359 517.00 per annum (Level 8)
CENTRE: Construction South and Satellites

REF: 26052023/S07

REQUIREMENTS: Candidates must be in possession of a relevant Degree / National Diploma Safety Management or equivalent; must have four (04) years appropriate experience of being involved in Construction work; Must be in possession of a SAMTRAC/SHEQMAN Certificate; must be registered with the SACPCMP as Construction Health and Safety Officer (CHSO) as in terms of OHS Act (85/1993) Construction Regulations : Construction Regulation 8(5) (submit valid proof of competency); possession of the following certificates will be advantageous: Incident Investigation & Risk Assessments; Auditing, OHSAS18001, ISO14001 & ISO9001; Knowledge of and experience in MS Word, Excel, PowerPoint, Outlook and Internet coupled with sound typing skills; Organisational and communication skills; Ability to work independently and as part of a team; Good interpersonal relations and must be willing to work after hours when required. Must have a valid code 08 driver's license (attach a copy).

DUTIES: Manage, maintain and improve Construction South and Satellites Health & Safety Management System in line with audited standards; Performing corrective action investigations, determining root causes and defining corrective/preventive action measures; Manage and handle NCR's (Non Conformance Reports) and CAR's (Corrective Action Reports); Keep abreast with regulatory and industry standards; Conducting internal OH&S committee meetings; Train new and current employees on basic safety on site and at the office; Initiating and coordinating training plan; Facilitates all forms of risk assessment; Implements and conducts health and safety inspections and audits program including the completion of documentation of compliance and corrective actions; Monitors implementation and enforcement of H&S requirements; Prepares monthly, quarterly, and annual reports; maintains proper documentation to conform to record-keeping requirements of OH&S.

ENQUIRIES: Mr. NJ Meyer Tel No: 021-872 0591

APPLICATIONS: Paarl (Office): Department of Water and Sanitation, Private Bag X3042, Paarl, 7620 OR hand deliver at 6A Voortrekker Street, Clanwilliam, 6135

FOR ATTENTION: Mr NJ Meyer