



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION
CLOSING DATE: 29 May 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, 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 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 drivers 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 DIRECTOR: SUPPLY CHAIN AND ASSET MANAGEMENT REF NO: 260523/01

BRANCH: FINANCE WTE

SALARY: R1 308 051 per annum (All-inclusive package) Level 14

CENTRE: Pretoria (Head Office)

REQUIREMENTS: A relevant Bachelor's Degree in Finance / Supply Chain Management (NQF level 7) or relevant qualification. Five (5) years experience at a senior management level. A pre-entry certificate obtained from the National School of Government (NSG) is required. Sound knowledge and experience in Supply Chain Management, Financial Management, Accounting, and Financial analysis. A valid and unexpired driver's license. Understanding of Public Finance Management Act, Treasury Regulations, and PPPFA. Practical knowledge of BAS and Logistics financial management systems. Good people management, empowerment, and problem-solving analysis, change management interventions, and knowledge management skills. Service delivery analysis, client orientation, and customer focus skills. Good communication skills both verbal and written. Conflict management, accountability, and good ethic conduct. Honesty and integrity is pivotal.

DUTIES: Lead the development of supply chain and policies and procedures. Guide review of policies. Create and maintain awareness of internal control measures to ensure effective procurement management. Facilitate the development and implementation of internal control measures. Oversee the management of electronic procurement and contract management systems. Facilitate meetings with key stakeholders e.g. IT (review and maintenance of system). Ensure implementation of centralization of Chief buyers. Ensure payments are conducted timeously to suppliers. Facilitate departmental asset management. Facilitate implementation of reform as prescribed by National Treasury. Management of the bidding process. Ensure bid compliance to procurement policy and PFMA. Review and evaluate statistics on bids awarded. Application of demand and acquisition management. Monitor the development of the procurement plan. Ensure invitation, evaluation, and adjudication of bids in accordance with relevant prescripts.

Development of adequate risk management measures. Review the risk management framework and policy. Monitor the facilitation of the risk assessment process. Develop a project plan to mitigate risks.

ENQUIRIES: Mr. F Moatshe Tel No: 012 336 7647

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.