



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION
CLOSING DATE: 06 September 2024

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. Shortlisted candidates will be subjected to suitability checks (SAQA verification, reference checks criminal and credit checks). 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. 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 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: BUSINESS CONTINUITY MANAGEMENT REF NO: 060924/06

BRANCH: CORPORATE SUPPORT SERVICES DIR: BUSINESS CONTINUITY MANAGEMENT

SALARY: R1 216 824 per annum (Level 13) (All-inclusive salary package)

CENTRE: Pretoria Head Office

REQUIREMENTS: A relevant tertiary qualification (SAQA NQF level 7). Five (5) years of experience at a middle management level. The disclosure of a valid unexpired driver's license. Be a certified Business Continuity Institute (BCI) member, and be registered with the Institute of Business Continuity Management. Other professional affiliations such as the Institute of Internal Auditors, Institute of Risk Management South Africa, South African Institute of Chartered Accountants, etc. will be an added advantage (Annotate on CV). Knowledge of policy development and implementation. Knowledge and understanding of the BCM frameworks and ISO 22301 or SANS 22301 and international best practice on BCM. Understanding of public sector risk management framework. Knowledge of disaster management legislation and related standards. Knowledge of business continuity planning and execution within a public sector institution. Knowledge and understanding of government legislation, financial management and PFMA. Thorough understanding of the relationship between enterprise-wide risk management, business continuity management and disaster management. Knowledge of techniques and procedures for the planning and execution of government operations. Understanding of corporate governance principles. Understanding of programme and project management principles. Knowledge of relationship management, problem solving and analysis. People management and development. Change management. Client orientation and customer focus. Excellent communication skills. Ability to collaborate with management, EXCO / top management. Accountability and ethical conduct. Knowledge of analytical procedures.

DUTIES: Ensure the development and implementation of BCM strategy leveraging existing efforts and best practices. Provide timeous advice to EXCO on the progress or any business interruption events in the implementation of BCM programme. Ensure compliance with statutory and regulatory requirements, industry standards and overall business continuity and disaster management requirements. Provide strategic leadership and management to the directorates business continuity management (BCM). Establish strategic partnerships, liaise extensively with all stakeholders, and represent DWS at various BCM advisory forums. Ensure continuity planning events management, facilitation of the

departmental event exercises (drills), the development and the implementation of BCM awareness and training programmes in the department.

ENQUIRIES: Mr. M. Malindisa, Tel No: (012) 336 8084

APPLICATIONS: Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: Recruit30HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit.