



## water & sanitation

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

### DEPARTMENT OF WATER AND SANITATION

CLOSING DATE: 12 July 2024 @16h00

Note: Interested applicants must submit their applications for employment to the address or email address specified on each post (all documents must be submitted in one in PDF attachment/s, size not exceeding 10mb) Subject title on the email must indicate the reference number of the post. Applicants should forward applications to the correct email address of the post as incorrect emailed applications will not be considered. Applications must be submitted using the newly implemented Z83 form obtainable on the Department of Water and Sanitation 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 five (5) years fixed term Specialist Contract in terms of section 76 of the National Water Act, Act 36 of 1998.

POST: DEPUTY DIRECTOR: TECHNICAL SERVICES (PROJECT CONTRACT ADMINISTRATION) (5 years-Specialist Contract)

REF: 12072024/CWD02

BRANCH: INFRASTRUCTURE MANAGEMENT

CHIEF DIRECTORATE: CONSTRUCTION MANAGEMENT

SALARY: R1 003 890.00 all-inclusive package (Level 12)

CENTRE: Construction South (Clanwilliam Dam)

REQUIREMENTS: The ideal candidate for this role should have a BTech: Civil Engineering or equivalent qualification in the built environment, plus a minimum of ten (10) years of experience in construction management, planning, and supervision, with a particular focus on implementing large water-related infrastructure projects of which three (3) years must have been on supervisory and managerial level. Registered with the Engineering Council of South Africa (ECSA) as a Professional Technologist and can provide proof of registration. Registration with the South African Council for Project and Construction Management Professions (SACPCMP) as a Professional Construction Manager (Pr, CM) is advantageous. Experience in contract management, analysis of contractual claims and liaison with service providers. Interpretation and understanding of different standard form contracts. Must have extensive experience in planning, programming, and monitoring project progress. Technical report writing ability, knowledge of dam safety regulations and standards, training and mentoring experience, quality management skills, health and safety knowledge, and familiarity with project contract law such as GCC, NEC, and FIDIC. The ideal candidate should also have extensive contract management experience, knowledge of Sector Legislation compliance, a detailed understanding of construction procurement processes, experience in construction project-related financial planning and financial management, knowledge of project risk analysis and risk management. High-level communication skills (both verbal and written), conflict management, contract dispute resolution, and negotiation skills are essential. The candidate should have problem-solving and analysis skills and be proficient in computer-aided engineer applications such as MS Office, MS Projects, etc. Must be able to work independently, be self-motivated, responsible, and reliable. The disclosure of a valid unexpired code B driver's license.

DUTIES: The role requires the incumbent to assist the construction manager in managing all aspects of the contract administration. This includes performing reviews financial statements, claims, documents standards and audits. Developing and managing communication with contractors and maintaining communication with the Client's Representative. To advise the Construction Manager with project contract law such as GCC, NEC, and FIDIC. Receive and manage all project correspondences with clients, engineer and contractors. Monitoring project

management efficiencies to ensure optimal operational availability. The incumbent will direct or redirect project services to achieve project objectives. They will also manage the commercial added value of discipline-related programs and projects, compile risk logs, and manage significant risks based on sound risk management principles. Additionally, the incumbent. Additionally, the incumbent will be responsible for personnel management. The incumbent will report to the Construction Manager.

NB: All shortlisted candidates might be required to complete a technical skills assessment on the day of the interview.

ENQUIRIES: Mr LZ Mokoena, Tel No: 012 336 8453

APPLICATIONS: Must be submitted using the newly implemented Z83 and a comprehensive CV to Department of Water and Sanitation, emailed to [RecruitmentCMngt@dws.gov.za](mailto:RecruitmentCMngt@dws.gov.za) quoting the relevant reference number.

For Attention: Construction Management (Recruitment and Selection office)