



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION
CLOSING DATE: 23 April 2025

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. 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: CHIEF EXECUTIVE OFFICER: MZIMVUBU-TSITSIKAMMA CATCHMENT MANAGEMENT AGENCY (MTCMA) REF NO: MTCMA 01

SALARY: R1 436 022 per annum (Level 14) (All-inclusive salary package) Five-year performance-based contract.

CENTRE: East London

REQUIREMENTS: A four (4) year Degree in Science/Engineering or equivalent relevant qualification. Qualification/certificate in leadership or Executive Development Programme will be an added advantage. Member of any relevant professional body either in administration/science/engineering or any related profession. Facilitation, communication, Senior Management program, stakeholder engagement/ public participation process courses, water resources management. A minimum of 5 years' relevant experience in the Water Sector at a Senior Managerial level. Knowledge of Integrated Water Resources Management, National Water Management Act, Public service administration processes, High level Financial Management and Corporate Governance. Skills required Organisational Management, Conflict Resolution, Strategic View, People Management & Leadership, Financial Management and Planning. Attitudes required, openness and transparency. Open to take advice and to learn from colleagues. Objectivity in the management of the Agency's affairs. May be required to travel extensively. May be required to plan and travel at short notice. May be subjected to extended working hours. May be required to provide information to the Governing Board and respond to Ministerial queries at any given time.

DUTIES: Facilitate and ensure the development/review of the Mzimvubu-Tsitsikamma Catchment Management Agency (MTCMA). Oversee the development and implementation of a 5-year strategic plan of the MTCMA. Oversee the development and implementation of the MTCMA's Annual Performance Plan. Oversee the submission and reporting of Annual Reports and Quarterly Reports. Prepare and present the MTCMA reports to the Department of Water and Sanitation, Parliamentary Committees, and the Governing Board. Coordinate the development of a comprehensive Corporate Plan. Oversee the performance and service delivery of the MTCMA. Oversee the coordination of the Governing Board, Risk-, EXCO- and Audit Committee sittings. Approval of agendas, minutes, and reports of the committees before distribution. Oversee the work of the committees. Recommendation of internal & external policies & procedures documentation to the Governing Board and MTCMA committees for approval. Oversee the effective

coordination of stakeholder participation and empowerment strategies. Signing and approval of Memoranda of Agreement (MOA's) and Memoranda of Understanding (MOU's) related to external parties. Approval of the MTCMA contract of employment for candidates. Oversee the championing of transformation of water resource management within the Mzimvubu-Tsitsikamma Water Management Area. Will be responsible for the appointment of bid committees, approval of bid specifications, review recommendations from the bid adjudication committees and approve for the appointment of successful bidders in line with the MTCMA delegation of authority. Oversee the effective implementation and maintenance of all administrative, financial, and technical support systems for the delivery of water resource management services. Establish and maintain sound project management systems. Ensure that the MTCMA finance and procurement processes are managed in line with the PFMA, PPPFA, National Treasury and other relevant regulations. Oversee the proper management of the MTCMA assets and physical resources. Supervise and manage executives and all direct reporting employees. Sign performance agreements and review performance of the executives and all the direct reporting employees.

ENQUIRIES: Mr Conrad Greve, Tel No 012 336 8402

NOTE: The Mzimvubu-Tsitsikamma Catchment Management Agency is a Public Water Resource Management Agency, established in line with the provisions of the National Water Act, 1998 (Act no 36 of 1998) (NWA) and National Water Policy for South Africa. It is an entity of the National Department of Water and Sanitation. Employees appointed in the CMA have similar employment terms and conditions as those of employees appointed in terms of the Public Service Act, though not employed in terms of the Public Service Act.

APPLICATIONS: Please email your application quoting the relevant reference number on the subject line to: MTCMA01@dws.gov.za