



## water & sanitation

Department:  
Water and Sanitation  
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION  
CLOSING DATE: 23 June 2025

NOTE: Interested applicants must submit their applications via the online link <https://erecruitment.dws.gov.za/> 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 on the online Z83 must be completed as these fields are regarded as compulsory. 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: ASSISTANT DIRECTOR: MONITORING AND EVALUATION REF NO: 230625/02

BRANCH: WATER & SANITATION SERVICES MANAGEMENT EASTERN CAPE CD: PROVINCIAL OPERATIONS:  
EASTERN CAPE

SALARY: R582 444 per annum (Level 10)

CENTRE: King Williams Town

REQUIREMENTS: A National Diploma or Degree in Public Management/Business Management or Project Management. Three (3) to five (5) years management / supervisory experience in monitoring and evaluation. Exposure in project management is highly recommended. The disclosure of a valid unexpired drivers license. Knowledge of integrated water resource management. Knowledge and understanding on Human Resource Management Legislation, policies, practices and procedures. Knowledge of developing tools of monitoring and evaluation. Knowledge and developing of procedure for data collection. Knowledge of Compiling reports. Knowledge of equal opportunities and Affirmative action guidelines and laws. Framework for managing performance information. Working under pressure and multiple deadlines. Problem solving and analysis. Client orientation and customer focus.

DUTIES: Plan and coordinate data collection process. Develop and share a vision and mission for the component. Liaise with various stake holders. Ensure a culture of innovation and performance. Develop and implement a performance improvement suggestion scheme. Advise Top Management and the legislature as well as relevant sector bodies, on policies and strategies relevant to the section. Compile monthly reports. Participating as a key player in the Water and Sanitation functional strategic plan. Develop strategic plan for the component. Develop an expenditure forecast on a quarterly basis for the component. Participate in developing and reviewing of policies. Assist in the developing of monitoring and evaluation tools. Modify existing programmes where applicable. Conduct monitoring and evaluation pilot studies. Monitor service delivery programmes of various component. Implementation of policies. Analyse trends on the implementation of programmes and come up with interventions where possible. Provide input policy amendments. Analyse and integrate all regional water sector relevant information for reporting. Liaise with key provincial sector role players. Prepare regional summary slide presentation on the analysis of project/programme progress including content and financial. Conduct regional training workshops on reporting. Ensures monthly data is quality checked, analysed and captured. Ensure the consolidation of all quarterly regional information into the water sector work plan reporting tool. Facilitate the development of regional action plans for implementation of relevant actions. Report risk areas to management regarding service delivery of programmes.

ENQUIRIES: Ms Z Gcilitshana Tel no: 043 604 5521

APPLICATIONS: All applications to be submitted online on the following link: <https://erecruitment.dws.gov.za/>