



DIRECTORATE: CONSTRUCTION

Appointment is in terms of Section 76 of National Water Act, 1998, within Water Trading Entity.

"We recognize that people are the cornerstone of the Department's success" Employee Value Proposition We provide: • Learning and development opportunities • Flexible working arrangements • Access to a professional employee assistance programme • Incentives for excellent performance • A supportive and empowering working environment.

Note: Applications must be submitted on Form Z83, obtainable from any Public Service department, and should be accompanied by a comprehensive CV as well as certified copies of qualifications. Applications received after the closing date will not be considered. Communication will be limited to short-listed candidates only. If you do not hear from us within six weeks of the closing date, please accept that your application has been unsuccessful.

Appointments:The successful candidate will be appointed on Standard & Specialist Contract in terms of section 76 of the National Water Act, Act 36 of 1998.

NB: Applications must be forwarded to the relevant address as indicated under the advertised position quoting the reference number

POSITION : Industrial Technician (Civil)
(Construction West)
REF : 2014/09/01
SALARY : R 183 438 per annum
CENTRE : Moutse East and West Bulk Water Supply

REQUIREMENTS:Candidate must be in possession of an appropriate National diploma/degree in Civil Engineering from a recognised University or University of Technology • adequate appropriate experience • A valid driver's licence • Project management • Technical design and analysis knowledge • Research and development • Computer-aided engineering applications • Knowledge of legal compliance • Technical report writing • Problem solving and analysis • Decision making • Team work • Creativity • Financial management • Customer focus and responsiveness • Communication • Planning and organising • People management.

DUTIES: The incumbent will be responsible for studying the detailed dimensional drawings and design layouts for project • To ensure conformance to specifications • Read, review and analyse project specifications to determine dimensions of structure or system and material requirements • Prepare project daily cost reports and document daily activities for compilation of monthly cost report • Report contractual discrepancies occurring at projects site to supervisor and negotiate changes to resolve conflicts • Read and analyze steel fixing drawing • Supervise steel fixing teams and inspect steel already fixed • Administering contracts for the procurement of construction equipment, material, mechanical equipment, pipes and other items as required.

POSITION: Senior Industrial Technician
(Quantity Surveyor)
REF : 2014/09/02
SALARY : R 227 802 per annum
CENTRE :Construction West RBIG

REQUIREMENTS:•Degree / National Diploma in Quantity Surveying (or relevant Qualification); •Four (4) years' post-qualification experience in Quantity Surveying; •Valid driver's licence and own reliable transport; •Construction Design analysis knowledge; •Computer Literate (MS Office Suit) ; •Proficiency in Computer-aided Quantity Surveying applications (i.e. CCS Candy) is compulsory; •Problem solving and analysis; •Decision making; •Leadership qualities; •Creativity; •Good communication (written and verbal) and interpersonal skills; •MUST be able to use Computer-aided Quantity Surveying applications (i.e. CCS Candy) for Estimating, Preparing Bills of Quantities, Payment Certificates; •Technical Reporting on Projects to successfully manage Project Budget; • Financial Management; •Excellent planning and organizing skills.

DUTIES: •Reports to the Senior Cost Engineer and provide assistance to all Project Managers and Commercial Team members; •Responsible for the establishment of programs, budgets, and projected cash-flows and linking these to development milestones to allow strategic decision-making throughout process and minimize risks to budget and programme; •Pricing and Estimating of new Construction Projects; •Prepare the Bill of Quantities and Submitting Payment Certificates; •Daily Site Costing; •Calculation (build-up) of unit rates and ensure thorough record-keeping in order to create and maintain a database for all Construction activities; •Report on Project Progress and Construction matters; •Successful Candidate will be responsible for effective personnel management and proactively involved in the management of, and adherence to budgets and programmes.

POSITION: Industrial Technician x 4
(Jnr Quantity Surveyor)
REF : 2014/09/03
SALARY : R 183 438 per annum
CENTRE : Construction West RBIG

REQUIREMENTS:•Degree / National Diploma in Quantity Surveying (or relevant Qualification); •adequate years post-qualification experience in Quantity Surveying; •Valid driver's licence and own reliable transport; •Construction Design analysis knowledge; •Computer Literate (MS Office Suit); •Experience with Computer-aided Quantity Surveying applications (i.e. CCS Candy) would be beneficial; •Problem solving and analysis; •Decision making; •Leadership qualities; •Creativity; •Good communication (written and verbal) and interpersonal skills; •Technical report writing; •Preparation of Bills of Quantities (BOQ) and payment certificates; •Project Budget control and Financial Management; •Good planning and organizing skills; •The ability to work in a team; •Attentive and Punctual at all times; •Knowledge and practical experience in government procurement procedures would be beneficial.

DUTIES:•Reports to the Senior Cost Engineer and provide assistance to all Project Managers; •Assist in the establishment of programs, budgets, and projected cash-flows and linking these to development milestones to allow strategic decision-making throughout process and minimize risks to budget and programme; •Pricing and Estimating of new Construction Projects with Computer-aided Quantity Surveying applications (i.e. CCS Candy); •Compile the Bill of Quantities and prepare Payment Certificates; •Daily Site Costing; •Calculation (build-up) of unit rates and record-keeping in order to create and maintain a database for all Construction activities; •Report on Project Progress and Construction matters; •Successful Candidate will have to be proactively involved in the management of, and adherence to budgets and programmes.

POSITION:Senior Environmental Officer
(re-advertisement)
REF : 2014/09/04
SALARY : R 183 438 per annum
CENTRE : Construction West RBIG

REQUIREMENTS:The candidate must be in possession of a Degree or National Diploma in Natural science or equivalent qualification plus adequate experience • Must have knowledge of the relevant legislations governing environmental issues • Experience in environmental management within construction will be an added advantage • Sound knowledge of ISO 14001 and 14004, 2004 and must be computer literate • Must be in possession of a valid driver's license and must be willing to work extra hours.

DUTIES:The incumbent will be responsible for environmental plan and conducting of environmental compliances. Conduct environmental compliance inspections • The successful candidate will handle all enquiries and investigate complaints and recommend innovative correctional actions. Ensure compliance with and implementation of environmental legislation ISO 140001 and 14004 2004 • Perform any other duties assigned by the supervisor.

POSITION :Senior Human Relations Practitioner
REF : 2014/09/05
SALARY : R 183 438 per annum
CENTRE : Springbok

REQUIREMENTS : Applicant must be in possession of an appropriate National Diploma/degree obtained at a recognized University or University of Technology plus extensive appropriate experience. Computer literacy/proficiency in MS Office software, particularly Word and Excel. Adequate working knowledge of labour legislation: discipline, grievances and disputes handling. Adequate knowledge of applicable legislation: Labour Relations Act, BCEA, Employment Equity Act, Skills Development Act, etc. A valid Code B or EB driver's license is essential

The following skills and knowledge are essential: Problem solving skills Ability to deal with employees and members of the public. Ability to work under pressure. Good communication (verbal and written) skills Report writing. Sound interpersonal relations.

DUTIES: The incumbent will execute the detailed tasks required to ensure the adherence to sound Employer/Employee relations at Construction West: Springbok. Administration of Recruitment and Selection. **Labour Relations:** Handling of grievances, disciplinary hearings, strikes and disputes. Chair disciplinary hearings, conduct investigations, ensure adherence to Conditions of Service, provide guidance and form part of selection committee (retrenchment) as well as liaise with Trade Unions.

Recruitment and Selection: Handling of recruitment and selection processes. Manage and monitor workplace skills development and employment equity on site. Compile and submit monthly Recruitment and Selection as well as Labour Relations reports to Construction West Management. Liaise with the Project Steering Committees. Taking minutes of the Joint management/shop stewards meetings. Perform a variety of Human Resource functions and tasks. In addition, the incumbent will be required to provide training and assistance to Management and employees as and when required as well as ensure proper record-keeping.

CLOSING DATE: 6 October 2014
ENQUIRIES: Ms J Mabandda, Tel. (013) 262 4076
APPLICATIONS: Please forward your application quoting the reference number to: The Contract Manager, Department of Water & Sanitation, PO BOX 21328, Roosenekal 1066
ATTENTION: Ms J Mabandda

Note: Short listed candidates must be willing to undergo normal vetting and verification processes, including a competence assessment and personality profile analysis. An indication by candidates in this regard will expedite the processing of applications. If no suitable candidates from the underrepresented groups can be recruited, candidates from the represented groups will be considered.