

**POST:**  
**SALARY:**  
**CENTRE:**

**SENIOR AUXILIARY SERVICES OFFICER Ref: 210214/32**  
**R96 363 per annum (Level 4)**  
**Bloemfontein**

**REQUIREMENTS:**

Minimum Grade 8. Experience in the Hydrology field entailing: Knowledge of hydrological data processing. The supply of hydrological data Resource management Good verbal, written and communication skills as well as the ability and willingness to work as a team. Numerical skills will serve as an advantage .Computer literacy and experience in the use of MS Office software will be an advantage.

**DUTIES:**

Registering, analyzing, processing and capturing of data and filing (This include reproduction of documents) of various types of hydrological data. Duties will also include updating of information on the management database. The official will be expected to liaise with the public and officials who perform as data collectors and observers, provide support to technical staff, communicating problems regarding recorded data to the supervisor and other technical staff and performing administrative duties within the Hydrology section.

**ENQUIRIES:**

Ms Susan Phufi tel, 051 405 9000

**APPLICATIONS:**

Please forward your application quoting the reference number to: The Regional Head, Department of Water Affairs, Private Bag 528, Bloemfontein, 9300 or hand deliver at the Sanlam Plaza Building, Cnr Maitland and East Burger Streets, Second floor.

**FOR ATTENTION:**  
**CLOSING DATE**

Ms. Pulane Shabe  
**21 FEBRUARY 2014 Time: 16H00**