



## DEPARTMENT OF WATER AND SANITATION

- APPLICATIONS** : **For Centre: Pretoria:** please forward your applications quoting the relevant reference number to the Department of Water and Sanitation, Private Bag X 350 Pretoria 0001 or hand deliver at Continental Building, corner Cnr Visagie and Bosman, street, Pretoria. **For attention:** Ms Cindy Mazibuko
- CLOSING DATE** : **21 October 2016. TIME: 16H00**
- POST** : **SENIOR ADMINISTRATION OFFICER: PHYSICAL SECURITY X 4 POSTS**  
**REF: 211016/05**
- SALARY** : R262 272 per annum (level 8)
- CENTRE** : **Pretoria**
- REQUIREMENTS** : National Diploma/Degree in Security Management Policing/Correctional Science/Law. Two (2) to three (3) years Security related experience including security operations, and supervisory role. Experience in the field of information Security in lieu of qualifications, PSIRA Grade "A" Certificate/Police/Correctional or Military training. Members of SAPS/Defence or Correctional Service upon appointment is mandatory to register with PSIRA, State Security Agency (SSA) Security Managers Course recommended. A valid drivers Licence. Investigation background will be regarded as advantageous. Security competency is required. Computer Literacy at intermediate level is required, knowledge of Electronic Security systems, knowledge of Public Service Regulations Act, knowledge of Security related legislations and regulations, knowledge of investigation methodology and asset protection operations, knowledge of Control of access to public premises and vehicle Act, 1985 (58 of 1985), knowledge of National Key points Act, 1980 (102 of 1980), knowledge of Firearms control Act, 2000 and knowledge of OHS Acts, 1993 (85 of 1993).
- DUTIES:** : Assist with the implementation of physical security in term of Minimum Physical Security Standard (MPSS) and Private security industry Regulatory authority (PSIRA), Safety at Sports and Recreational event act (SAREA) and National Key Point Act (NKP) in the department. Assist with the implementation of policies, strategies plans and procedures within safety and security management. Operational efficiency and service delivery improvement within safety and security management. Assist with conducting Physical Security Assessment/investigation, Security Awareness and submit an analytic report, and ensure standardization of measures in the department. Assist with the coordination of security during departmental events and assist in advising management in security aspect during procurement of accommodation.
- ENQUIRIES** : Mr V. Mdluli, Tel (012) 336-6886