

		are appointed, Coordinate resources such that the frequency of inspections is increased on sites where SMMEs are involved, Monitor effectiveness of contractors and SMMEs in all the projects, Manage assistance of EPWP in development of SMMEs, Manage resources, Identify skills development needs and recommend training and development opportunities, Ensure quality control and effective and efficient work flow by Works Inspectors and report on all work allocated, Monitor proper utilization of stores, equipment and expenditure, Administer performance and development system.
<u>ENQUIRIES</u>	:	Can be directed to Ms. N. Ndawo/Ms S. Nenene Tel No: (045) 807 6600. e-recruitment Technical Enquiries: e-recruitment-bhisho@ecdpw.gov.za
<u>NOTE</u>	:	Preference will be given to youth, Coloured females.
<u>POST 31/107</u>	:	<u>CONTROL WORKS INSPECTOR: FIRE SAFETY AND PREVENTION REF NO: DPWI 06/08/2025</u>
<u>SALARY</u>	:	R582 444 per annum
<u>CENTRE</u>	:	Queenstown
<u>REQUIREMENTS</u>	:	A National Senior Certificate, National Diploma in (T/N/S streams) or equivalent, or A N3 and passed trade test in the building environment, or Registration as an Engineering Technician, and A valid driver's license. 3 years at supervisory level Knowledge And Skills: Fire Safety Regulations, Quality Control of all Fire Safety Works, Management of people, risk, change and promotion of teamwork Management, Good verbal, writing and communication skills, Conflict Management skills, Computer literacy, Client orientation and customer focus skills, Report writing skills, Self – Management Competencies: Model high standards of performance for self and team, Customer services, Customer Focus, People Management and Empowerment, Problem Analysis and Solving, Self – Management, Manages challenges and opportunities, Computer application, Fire Safety Engineering Management.
<u>DUTIES</u>	:	Manage implementation of fire prevention legislations and standards, Manage and monitor compliance with the National Building Regulations in inspection of properties, Manage servicing of fire safety equipment, Manage and identify corrective actions necessary to bring properties into compliance with applicable fire codes, regulations and standards, Manage the activities of contractors and provide professional advice and guidance in respect of compliance to regulations, legislation and processes, Attend meetings and submit reports. Manage fire protection services, manage inspections and testing of newly installed fire protection systems in line with approved designs, conduct fire code compliance, manage rendering of fire education, Conduct awareness on fire safety and handling of fire equipment, manage assistance of EPWP in development of SMMEs, Manage resources, Identify skills development needs and recommend training and development opportunities, Ensure quality control and effective and efficient work flow by Works Inspectors and report on all work allocated, Monitor proper utilization of stores, equipment and expenditure, Administer performance and development system
<u>ENQUIRIES</u>	:	Can be directed to Ms. N. Ndawo/Ms S. Nenene Tel No: (045) 807 6600. e-recruitment Technical Enquiries: e-recruitment-bhisho@ecdpw.gov.za
<u>NOTE</u>	:	Preference will be given to youth Indian females
<u>POST 31/108</u>	:	<u>CHIEF ARTISAN: GRADE A MAINTENANCE (X6 POSTS)</u>
<u>SALARY</u>	:	R480 261per annum, (OSD)
<u>CENTRE</u>	:	East London: Ref No: DPWI 07/08/2025, (Preference will be given to Indian females) Ref No: DPWI 08/08/2025, (Preference will be given youth, White females) Ref No: DPWI 09/08/2025, (Preference will be given to Coloured females) Ref No: DPWI 10/08/2025, (Preference will be given youth, Coloured females with disability) Ref No: DPWI 11/08/2025, (Preference will be given to youth, Indian females with disability) Mthatha: Ref No: DPWI 12/08/2025, (Preference will be given to Coloured females)
<u>REQUIREMENTS</u>	:	Appropriate Trade Test Certificate within the built environment with ten (10) years post qualification experience required as an Artisan/Artisan Foreman. A valid driver's licence. Knowledge And Skills: Public Service Regulations, Public Service Act. Project Coordination, Technical Design and Analysis Knowledge, Research and development Competencies: Technical design skills, Analytical

	skills, interpersonal skills, communication skills. problem solving, decision making, Planning & Organizing, Driving skills.
<u>DUTIES</u>	: Manage technical services. Lead and guide the rendering of technical services in field and workshops. Facilitate and monitor promotion of safety in line with statutory and regulatory requirements. Provide quality assurance services in line with specifications. Manage maintenance of technical services. Manage servicing of all makes of technical equipment and facilities. Maintain the technical infrastructure. Manage and monitor undertaking of daily preventative and maintenance work. Manage administrative and related functions. Provide inputs into the budgeting process. Compile and submit reports as required. Provide and consolidate inputs to the technical operational plan. Manage updating of database. Manage human and physical resources. Coach and mentor subordinates. Compile job profiles. Develop work plans. Conduct performance reviews. Identify training needs. Control and monitor expenditure trends.
<u>ENQUIRIES</u>	: Can be directed to Ms. L. Magama Tel No: (043) 711 5853/ Ms T. Vooi Tel No: (043) 711 5763 e-recruitment Technical Enquiries: e-recruitment-bhisho@ecdpcw.gov.za
<u>POST 31/109</u>	: <u>ASSISTANT DIRECTOR: BUDGET CONTROL AND EXPENDITURE REF NO: DPWI 13/08/2025</u>
<u>SALARY CENTRE REQUIREMENTS</u>	: R468 459 per annum (Level 09) : Mount Ayliff : National Diploma (NQF level 6 as recognized by SAQA) in Financial Management, Internal Auditing, Cost and Management Accounting, Financial Accounting, Financial Information Systems, Management Accounting, Taxation, Accounting & Business Management coupled with a minimum of three (3) years' experience in Budget and Expenditure at Supervisory level 7/8. Certificate in Basic Accounting System (Bas General principles), LOGIS Literacy. Valid driver's license. LOGIS: Payment certificate and Bas: Sundry payment will be an added advantage. Knowledge And Skills: Knowledge of the PFMA, Treasury Regulations etc. Knowledge of BAS and LOGIS. Knowledge of Financial Administration, Budget Examination and Analysis. SCOA. Planning and Organizing, Good inter-personal relation skills, Presentation skills, Computer Literacy, Problem Solving skills, Understanding and application of the following prescripts: Public Finance Management Act, National Treasury Regulations, GRAP, Public Service Regulations, Annual Financial Statement, National Treasury, Practice Notes, Provincial MTEF guidelines, Budget Circulars and Departmental Budget Policies, Microsoft Excel, Word and PowerPoint, Financial and management accounting.
<u>DUTIES</u>	: Monitor compliance with PFMA from programmes. Monitor, identify and advise programmes on over/under expenditure. Supervise the preparation working paper for implementation of adjustments. Monitor the implementation of virements and shifting's. Monitor and give technical advice on the availability of funds. Compile the consolidation of budget inputs from various Programmes. Prepare the budget in line with the database. Monitor preparation of working paper and workbook before loading. Monitor and ensure payment of suppliers within 30 days. Draw invoice detailed reports. Pre- authorization /final authorization of payments on LOGIS system. Update invoice tracking register (Reapatala). Draw disbursement reports and payments stubs. Facilitate creditor's reconciliation. Compile a risk management profile for the section. Supervise the allocated resources by Maintain high standards ensuring that the team / section produces excellent work in terms of quality / quantity and timeliness. Resolve problems of motivation and control with minimum guidance from manager. Delegate functions to staff based on individual potential provide the necessary guidance and support and afford staff adequate training and development opportunities. Ensure timeously development of job description and implementation of Work Plans and Personal Development Plans (PDP's) for all employees in the sub-directorate. Manage daily employee performance and ensure timely Performance Assessments of all subordinates. Ensure management, maintenance and safekeeping of assets practice, and to develop appropriate skills.
<u>ENQUIRIES</u>	: Can be directed to Ms O. Mailula Tel No: (039) 254 6795 / Ms N. Gcabi Tel No: (039) 254 6942 e-recruitment Technical Enquiries: e-recruitment-bhisho@ecdpcw.gov.za
<u>NOTE</u>	: Preference will be given to youth, African females.