

DEPARTMENT OF WATER AND SANITATION

- APPLICATIONS** : All applications to be submitted online on the following link:
<https://erecruitment.dws.gov.za/>
- CLOSING DATE** : 27 March 2026
- 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 qualifications (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. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. Candidates will be required to complete a financial disclosure form and undergo 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.
- ERRATUM:** The post of Engineer Production Grade A-C (civil) with Ref No: 200326/03 appearing on PSVC 08 dated 6 March 2026 requires the disclosure of a valid unexpired drivers license. Code E as reflected on the initial advertisement was erroneous. The closing date has been extended to 27 March 2026.

OTHER POSTS

- POST 09/158** : **CHIEF ENGINEER GRADE A REF NO: VOCMA09**
 Vaal-Orange Catchment Management Agency
 Division: Water Resource Planning and Management
- SALARY** : R1 266 450 - R1 446 921 per annum, (all- inclusive OSD salary package). N.B: This appointment will be made on the minimum notch of the salary range, however, a higher notch within the salary range of Grade A may be considered based on the candidate's current salary advice.
- CENTRE** : Bloemfontein
- REQUIREMENTS** : An Engineering Degree (B Eng / BSc Eng) in Civil, Water or relevant qualification. Postgraduate qualification (MEng / MSc / PhD) in Water Resources, Hydrology or related field will serve as an added advantage. Six (6) years post qualification engineering experience. Compulsory registration with the Engineering Council of South Africa (ECSA) as a Professional Engineer. The disclosure of a valid unexpired driver's license. Willingness to travel extensively. Experience in Water Resources Planning and Management, Modelling, Program, Project and Contract Management. Ability to relate with

associated professional fields in a multi-disciplinary team and ability to train and develop young graduates. Knowledge of the National Water Act, Water Services Act, the Public Finance Management Act (PFMA), Environmental and land legislation. Additional studies or experience in water resource management, hydrology, water quality, project management, engineering economics, project financing modelling, environmental engineering, assessments of projects, and institutional aspects will be an added advantage. Computer proficiency. Good written, verbal communication and presentation skills.

DUTIES

: The Chief Engineer will be responsible for Water Resource Planning and related duties within the Vaal-Orange Water Management Area including leading the preparation, review, and implementation of the Catchment Management Strategy (ensure the CMS is aligned with NWRS, provincial growth and development strategies, Municipal Integrated Development Plans, Coordinate reconciliation strategies and water balance assessments at catchment and sub-catchment level, ensure CMS implementation is measurable, adaptive, and reviewed at prescribed intervals). the coordination of all Water Resource Planning and allocation Programs (water use authorisations (licensing), compulsory licensing, and General Authorisation, ensure allocations support Equity and redress, efficient and beneficial use and socio-economic development, Guide development of water allocation schedules and reconciliation scenarios, and advise on restriction rules during drought), Resource Protection, Classification & Reserve (lead technical inputs into Water resource classification ecological reserve determination, resource quality objectives, ensure planning decisions protect Aquatic ecosystems, strategic water source areas, and groundwater dependent ecosystems, and integrate reserve requirements into operational planning and licensing advice). Hydrology, Groundwater & Systems Analysis (oversee hydrological modelling and system yield analyses, guide groundwater assessments, aquifer management plans, and conjunctive use strategies, ensure use of approved national tools and datasets and Review and approve technical studies supporting infrastructure or licensing decisions), Climate Change Adaptation & Risk Management (Integrate climate change scenarios into water resource planning, lead development of drought management plans and flood risk considerations in resource planning, promote adaptive management approaches as required by NWRS-3 and advise CMA Executive and Board on climate-related water security risks), Infrastructure Planning & Augmentation, Water Quality & Load Management (Integrate water quality considerations into quantity planning, Support development of Catchment water quality objectives and pollution load management strategies, Oversee salinity, nutrient loading, and eutrophication risk assessments. and provide technical advice to enforcement and compliance units), Governance, Regulation & Advisory Support (provide expert technical advice to CMA Board, Chief Executive Officer, DWS, and Support licensing, compliance, and enforcement with defensible technical evidence), Stakeholder Engagement & Cooperative Governance (lead technical engagement with various institutions), Monitoring, Information & Knowledge Management (oversee hydrological, groundwater, and water quality monitoring programmes), and Leadership, Management & Transformation.

**ENQUIRIES
NOTE**

: Mr N Smouse Tel No: (051) 405 9000
 : The Vaal-Orange Catchment Management Agency is a Public Water Resource Management Agency, established in line with the provisions of the National Water Act, 1998 (Act no 36 of 1998) (NWA) and National Water Policy for South Africa. It is an entity of the National Department of Water and Sanitation. Employees appointed in the CMA have similar employment terms and conditions as those of employees appointed in terms of the Public Service Act, though not employed in terms of the Public Service Act.

POST 09/159

: **CONTROL ENGINEERING TECHNOLOGIST GRADE A REF NO: 270326/01**
 Branch: Infrastructure Management: Head Office: Cd: Dir: Engineering Services
 Dir: Civil Engineering
 Sd: Open Channel Systems

**SALARY
CENTRE**

: R921 900 per annum, (all-inclusive OSD salary package)
 : Pretoria Head Office

- REQUIREMENTS** : A Bachelor of Technology (BTech) in Engineering (Civil). Six (6) years' post-qualification engineering experience. Compulsory registration with the Engineering Council of South Africa (ECSA) as a Professional Engineering Technologist. The disclosure of a valid unexpired driver's license. Knowledge of project management, technical design and analysis. Knowledge and understanding of research and development. Knowledge and experience in computer-aided engineering applications. Knowledge of legal compliance and technical report writing. Good communication skills (verbal and written), conflict management and negotiation skills. Problem-solving and analysis, decision-making; teamwork, creativity, financial management, people management, customer focus, responsiveness, planning and organising.
- DUTIES** : Manage technical services and support in conjunction with Engineers, Engineering Technologists and Associates in the field, the Pretoria-West Hydraulic Laboratory, and technical office activities. Ensure the promotion of safety in line with statutory and regulatory requirements. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technologies. Ensure quality assurance of technical designs in accordance with specifications and authorise or make recommendations for approval by the relevant authority. Manage administrative, human resources and related functions. Perform financial management and provide inputs into the budgeting process, operational plans, procurement plans and related matters. Compile and submit reports as required. Attend to risk and disaster management matters. Conduct research and development through continuous professional development to keep abreast of new technologies and procedures. Liaise with relevant bodies and councils on engineering-related matters. Must be prepared to work away from the office and travel extensively for extended periods. Provide mentorship and supervision of personnel. Mentoring of candidates. Conduct research and literature studies and apply engineering technology to improve technical expertise.
- ENQUIRIES** : Mr. HH Luttig Tel No: (012) 336 5095
- POST 09/160** : **DEPUTY DIRECTOR: REVENUE MANAGEMENT REF NO: VOCMA10**
Vaal-Orange Catchment Management Agency
Division: Revenue Management
- SALARY CENTRE REQUIREMENTS** : R896 436 per annum (Level 11), (all-inclusive salary package)
: Bloemfontein
: Undergraduate (NQF Level 7) in Accounting/ Financial Accounting or equivalent qualification as recognized by SAQA, with related field. A minimum of five (5) years' experience in financial management of which three (3) should be at an entry/junior management level (Assistant Director or equivalent). Applicant must also have at least three (3) years' experience in a Revenue and Debt Collection environment. The disclosure of a valid unexpired driver's license. Applicant must have knowledge of the PFMA and regulations and other relevant legislation. Knowledge of the planning and budgeting framework for government (MTEF). Knowledge of government's financial policies, processes, including budgeting and reporting. Knowledge and experience of accounting standards and practices including International Financial Reporting Standard (IFRS) or Generally Recognized Accounting Practices (GRAP). Proven work experience / understanding of the SAP system or similar ERP system. Knowledge and National Water Act and all applicable legislations. Must be computer literate.
- DUTIES** : Ensure effective collective of monies due to the VOCMA. Assist with developing and implementing an effective debtor's management system. Ensure effective management of debtor's book. Assist with establishing and managing effective processes to collect outstanding debt. Assist with the tariff setting process of VOCMA. Provide inputs for revenue enhancement. Prepare revenue management reports and reconciliations with accepted budgetary framework. Assist and prepare the annual budget for the division. Assist with the preparation of Annual Financial Statement specifically account receivable and debt impairment components in the financial statement. Ensure that the VOCMA complies with PFMA and Treasury Regulations. Manage the implementation of good corporate governance principles. Develop and manage the implementation of internal control procedures to ensure the effective functioning of the sub-directorate and management of risk. Respond to internal audit and Auditor General queries with regards to revenue management. Develop the operational plan for the sub-directorate.

ENQUIRIES : Mr N Smouse Tel No: (051) 405 9000
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POST 09/161 : **DEPUTY DIRECTOR: FINANCIAL MANAGEMENT REF NO: VOCMA11**
Vaal-Orange Catchment Management Agency
Division: Financial Management

SALARY : R896 436 per annum (Level 11), (all-inclusive salary package)
CENTRE : Bloemfontein
REQUIREMENTS : A relevant NQF 7 qualification in a financial management / financial accounting related field. Five (5) years' experience in financial management and reporting, of which three (3) years relevant experience at supervisory / management level. The disclosure of a valid unexpired driver's license. Knowledge and practical experience in financial reporting standards. Knowledge and understanding on cash management legislation, policies, practices, and procedures. Knowledge of Public Finance Management Act (PFMA), Treasury Regulations and guidelines. Knowledge of Public Service anti-corruption strategy and anticorruption and fraud prevention measures. Understanding of Entity's policies and procedures, government financial systems, principles, and practice of financial accounting. Working experience on Systems Applications and Products (SAP). Proficiency in Microsoft office (MS Excel, PowerPoint, MS Word, and Outlook), Ability to compile financial reports and presentations. Strong Organizational skills, analytical thinking, and attention to detail. Good communication skills both (verbal and written), Proven managerial ability to support staff. Supervisory principles and practices, including planning, delegating, and monitoring the work of the subordinates within the unit. Accountability and ethical conduct. Willingness to travel.

DUTIES : Overseeing and managing payroll management and reporting sub-directorate. Provide support to clusters on all payroll management and reporting responsibilities. Consolidate all monthly reports from clusters. Ensure proper reporting on quarterly basis for performance reporting, quarterly financial reports, and finally annual reporting, including preparation and compilation of GRAP compliant Annual Financial Statements. Ensure that audit queries are responded to on time. Formulating, documenting, implementing, and reviewing of policies, Standard Operating Procedures (SOP) and programs relating to payroll management, other regulatory internal control and compliance issues, General Ledger Reconciliation. Manage the completion of all daily, weekly, and monthly operational duties with assistance from the Assistant Director, recommending initiatives to enhance risk mitigation and fraud protection to Director. Manage compliance regarding remuneration and benefits processes. Attending meetings as and when required. Attending to audit queries and formulating appropriate responses. Manage year end processes and account adjustments, Training, and support to clusters. Assist the Director in the effective execution of his / her responsibilities. Supervise and evaluate staff and sign their performance agreements and assessments, Staff management and training.

ENQUIRIES : Mr N Smouse Tel No: (051) 404 9000
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POST 09/162 : **DEPUTY DIRECTOR: CORPORATE SERVICES REF NO: VOCMA12**
Vaal-Orange Catchment Management Agency
Division: Corporate Services

SALARY : R896 436 per annum (Level 11), (all-inclusive salary package)
CENTRE : Bloemfontein

<u>REQUIREMENTS</u>	:	A Degree / Advanced Diploma (NQF 7) or National Diploma (NQF 6) qualification in Public Administration or Management / HR / Industrial Psychology. Three (3) to five (5) years management experience in Corporate Services at Assistant Director level. The disclosure of a valid unexpired driver's license. Competencies: Knowledge of policy development and implementation. Knowledge of Administration processes. Knowledge of HR information. Disciplinary knowledge in HR information. Understanding of government legislation. Financial management and knowledge of PFMA. Knowledge of techniques and procedures for the planning and execution of operations. Programme and project management. Problem solving and analysis. People and diversity management. Client orientation and customer focus. Good Communication skills. Accountability and ethical conduct. Knowledge of analytical procedures.
<u>DUTIES</u>	:	Manage and provide support in HR, Information Technology, Administration, Communication, Facility Management, OHS including Safety and Security. Assist with the development and implementation of the Strategic Plan. Analyse current policies and departmental strategic objectives. Implement administration policies and various disciplines. Analyse human resource information trends. Recommend policy amendments. Develop implementation plan. Hold road shows advising VOCMA on key policy issues. Brief managers on policy requirements. Monitor policy implementation. Assist with the development and implementation of Strategic Plan. Develop Corporate Services Implementation plan. Ensure that the line managers execute their business plan within the objectives of HR Plan. Ensure that strategic objectives are implemented accordingly. Ensure that Corporate Services forms business partnership with line management. Ensure compilation of Corporate Services budget. Ensure that budget is implemented according to plan. Do early warning where necessary. Provide monthly reports to managers. Management of Human Resources. Provide expert advice on HR information implementation to managers.
<u>ENQUIRIES</u>	:	Mr N Smouse Tel No: (051) 405 9000
<u>NOTE</u>	:	The Vaal-Orange Catchment Management Agency is a Public Water Resource Management Agency, established in line with the provisions of the National Water Act, 1998 (Act no 36 of 1998) (NWA) and National Water Policy for South Africa. It is an entity of the National Department of Water and Sanitation. Employees appointed in the CMA have similar employment terms and conditions as those of employees appointed in terms of the Public Service Act, though not employed in terms of the Public Service Act.
<u>POST 09/163</u>	:	<u>ENGINEER PRODUCTION GRADE A - C REF NO: 270326/02</u> Branch: Infrastructure Management: Head Office Dir: Civil Engineering Sd: Bulk Pipe Systems
<u>SALARY</u>	:	R879 342 – R1 323 267 per annum, (all-inclusive OSD salary package), (Offer will be based on proven years of experience)
<u>CENTRE</u>	:	Pretoria Head Office
<u>REQUIREMENTS</u>	:	An Engineering Degree (B Eng/BSc Eng) in Civil Engineering. Three (3) years post qualification experience in Civil Engineering is required. Compulsory registration with the Engineering Council of South Africa (ECSA) as a Professional Engineer. The disclosure of a valid unexpired driver's license. Competency and experience on the implementation of civil engineering projects in the Water Sector, and design of hydraulic structures, pump stations, and pipelines. Competencies and knowledge in Engineering design and analysis. Knowledge and understanding of legal compliance with the Republic of South Africa's legislation and regulations. Understanding of computer aided engineering applications. Knowledge and understanding of Construction Contracts regulated by the CIDB. Project management. Strategic capabilities and leadership. Financial management skills. Excellent communication skills (verbal and written).
<u>DUTIES</u>	:	Engineering design and analysis of bulk pipelines and pump stations, and their appurtenant structures. Perform review and approvals for bulk pipe design components. Plan and manage engineering principles and codes of good practice to candidate engineers. Manage resources and inputs for the facilitation of resource utilization. Application of research and development procedures. Continuous professional development to keep up with new technology and procedures within Engineering, office administration and

		budget planning. Draft tender documents in accordance with ECSA Stage 4. Administer construction contracts and conduct construction inspections in accordance with ECSA Stage 5 scope of service.
<u>ENQUIRIES</u>	:	Mr. MJ Mabela Tel No: (012) 336 6564
<u>POST 09/164</u>	:	<u>CONTROL ENGINEERING TECHNICIAN GRADE A REF NO: 270326/03</u> Branch: Infrastructure Management: Head Office CD: Dir: Engineering Services Dir: Civil Engineering Sub-Dir: Open Channel Systems
<u>SALARY CENTRE REQUIREMENTS</u>	:	R551 493 per annum, (OSD) Pretoria Head Office A National Diploma in Civil Engineering. Six (6) years' post-qualification technical engineering experience. Compulsory registration with the Engineering Council of South Africa (ECSA) as an Engineering Technician. The disclosure of a valid unexpired driver's license. Knowledge of project management, technical design and analysis. Knowledge and understanding of research and development. Knowledge and experience in computer-aided engineering applications. Knowledge of legal compliance and technical report writing. Good communication skills (verbal and written), conflict management and negotiation skills. Problem-solving and analysis, decision-making; teamwork, creativity, financial management, people management, customer focus, responsiveness, planning and organising.
<u>DUTIES</u>	:	Manage technical services and support in conjunction with Engineers, Engineering Technologists and Associates in the field, the Pretoria-West Hydraulic Laboratory, and technical office activities. Ensure the promotion of safety in line with statutory and regulatory requirements. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technologies. Ensure quality assurance of technical designs in accordance with specifications and authorise or make recommendations for approval by the relevant authority. Manage administrative, human resources and related functions. Perform financial management and provide inputs into the budgeting process, operational plans, procurement plans and related matters. Compile and submit reports as required. Attend to risk and disaster management matters. Conduct research and development through continuous professional development to keep abreast of new technologies and procedures. Provide mentorship and supervision of personnel. Conduct research and literature studies and apply engineering technology to improve technical expertise. Mentoring of candidates. Liaise with relevant bodies and councils on engineering-related matters. Must be prepared to work away from the office and travel extensively for extended periods.
<u>ENQUIRIES</u>	:	Mr. HH Luttig Tel No: (012) 336 5095
<u>POST 09/165</u>	:	<u>CONTROL ENGINEERING TECHNICIAN GRADE A REF NO: 270326/04</u> Branch: Infrastructure Management: Head Office Dir: Civil Engineering Div: Dam Design
<u>SALARY CENTRE REQUIREMENTS</u>	:	R551 493 per annum, (OSD) Pretoria Head Office A National Diploma in Civil Engineering. Six (6) years post qualification technical Engineering experience. Compulsory registration with Engineering Council of South Africa (ECSA) as an Engineering Technician. The disclosure of a valid unexpired driver's license. Knowledge of project management, technical design, and analysis. Knowledge and understanding of research and development. Knowledge and experience in Computer-aided engineering applications. Knowledge of legal compliance and technical report writing. Good communication skills both (verbal and written), conflict management and negotiation skills. Problem solving and analysis, decision making, teamwork, creativity, financial management, people management, customer focus and responsiveness, planning and organizing. Must be prepared to work away from the office and travel extensively for extended periods of time.
<u>DUTIES</u>	:	Manage technical services and support in conjunction with Engineers, Technologist and associates in the field, Pretoria-West Hydraulic Laboratories, and technical office activities. Ensure the promotion of safety in line with statutory and regulatory requirements. Evaluate existing technical manuals,

standard drawings, and procedures to incorporate new technology. Ensure quality assurance of technical designs with specifications and authorize, make recommendations for approval by the relevant authority. Manage administrative, human resources and related functions. Financial Management and provide inputs into the budgeting process, operational plan, procurement plan and related matters. Compile and submit reports as required. Attend to Risk and Disaster Management matters. Research and development through continuous professional development to keep up with new technologies and procedures. Provide mentorship and supervision of personnel. Research / literature studies and technical engineering technology to improve expertise. Liaise with relevant bodies/councils on engineering related matters.

ENQUIRIES : Mr. T. Maphaqa Tel No: (012) 336 2106 / Mr. T. Burger Tel No: (012) 336 8216 / Mr. A. Havenga Tel No: (012) 336 8814

POST 09/166 : **ASSISTANT DIRECTOR: REVENUE MANAGEMENT REF NO: VOCMA13 (X2 POSTS)**

Vaal-Orange Catchment Management Agency
Division: Revenue Management

SALARY : R468 459 per annum (Level 09)

CENTRE : Bloemfontein

REQUIREMENTS : A relevant tertiary qualification in Financial Management at NQF level 7. Three (3) to Five (5) years' experience in Revenue Management of which three (3) years must be at a supervision level. The disclosure of a valid unexpired driver's license. Practical knowledge of Accrual Accounting. Computer literacy in Microsoft Office (particularly Excel). Extensive knowledge of SAP. Knowledge of Treasury Regulations, the Public Finance Management Act (PFMA), GAAP/GRAP, DORA and Public Service Act. Problem solving, analytical and report writing skills. Strategic thinking. Conversant in English. Good verbal and written communication skills.

DUTIES : Manage the co-ordination of debtor relationships. Manage the collection of debt and the reconciliation of customer accounts. Manage the recording of all receivables. Manage Billing, return to sender and unidentified revenue received within the region. Provide monthly age analysis reports on debtor's accounts. Debt management and debt impairment. Manage and mentor revenue staff. Recommend action to be taken against defaulting debtors. Implement business policies and processes relating to debt management. Development and implementation of the revenue enhancement strategy. Supervise staff.

ENQUIRIES : Mr N Smouse Tel No: (051) 405 9000

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POST 09/167 : **ASSISTANT DIRECTOR: MANAGEMENT ACCOUNTING REF NO: VOCMA14**

Vaal-Orange Catchment Management Agency
Division: Management Accounting

SALARY : R468 459 per annum (Level 09)

CENTRE : Bloemfontein

REQUIREMENTS : A relevant tertiary qualification in Financial Management / Management Accounting / Financial Accounting at NQF level 7. Three (3) years relevant supervisory experience. The disclosure of a valid unexpired driver's license. Knowledge and understanding on Human Resource Management Legislation, policies, practices and procedures. Public Finance Management Act (PFMA), Treasury Regulations and guidelines. Public Service Anti-corruption Strategy and anti-corruption and fraud prevention measures. Knowledge of equal opportunities and Affirmative action guidelines and laws. Knowledge of administrative and clerical procedures and systems. Departmental policies and procedures. Governmental financial systems. Principles and practice of financial accounting. Framework for managing performance information. Business strategy transaction and alignment. Problem solving and Analysis.

DUTIES

People and Diversity Management. Client Orientation and Customer Focus. Communication. Accountability and Ethical Conduct.

: Planning- Coordinate, review, analyse and quality assure the financial supporting information for planning purposes. Coordinate and review the necessary financial supporting documents required for the strategic and annual performance planning process. Analyse and quality assure the relevant financial information required in the evaluation and development of business and project plans. Check and verify the supporting information for various financial planning processes. Budgeting- Coordinate, review, analyse and quality assure the budget preparation process. Coordinate the preparation and consultation for the MTEF budget process. Analyse, interpret, and implement the treasury guidelines for the estimates of national expenditure (ENE). Develop templates for the collection of budget information from line functionaries. Align budget statements with the annual performance plan, strategic plan, national and provincial spending priorities. Analyse and interpret the requirements for the monthly cash flow and adjusted cash flow as prescribed by Treasury and recommend corrective action where required. Undertake the planning and supervise the preparation and consultation process in the implementation of the adjustments estimates process. Assess where shifting of funds/ virements is required and possible by reviewing expenditure against budget and make recommendations. Ensure submission and the recording of adjustments estimates of national expenditure (AENE) and provide feedback to the relevant components. Provide information for the preparation of the annual financial statements. Monitor that all shifts/ virements are included in the adjusted budget. Analyse requests for the rollovers and make recommendations in compliance with prescripts (including funds committed but not spent). Reporting- Coordinate, review, analyse and quality assure the management accounting reporting processes. Evaluate information on monthly reports produces (variance between actual versus budgeted expenditure) and recommend appropriate actions where necessary. Monitor that all shifts/ virements are included in the line In Year Monitoring Report. Provide advice and guidance to role players on the use of forecasting methods and tools. Compile information for the interim and annual performance reports. Manage the operational processes, resources and procedures associated with the management accounting functions. Develop and review VOCMA policies procedures applicable to management accounting (planning and budgeting). Allocate duties to personnel, monitoring outcomes and instituting the necessary corrective measures to address deviations from standards. Determine workflow requirements. Monitor performance of employees and determine training needs. Management of Human Resources, Financial Resources and Physical resources under the area of responsibility.

**ENQUIRIES
NOTE**

: Mr N Smouse Tel No: (051) 404 9000
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POST 09/168

: **ASSISTANT DIRECTOR: HUMAN RESOURCES REF NO: VOCMA15**
Vaal-Orange Catchment Management Agency
Division: Human Resource Management

**SALARY
CENTRE
REQUIREMENTS**

: R468 459 per annum (Level 09)
: Bloemfontein
: A National Diploma or Degree in Human Resource Management. Three (3) to five (5) years' experience of which three (3) years must be at a supervision level in Human Resource Management. The disclosure of valid unexpired driver's license. Knowledge of human resources functions, practices as well as the ability to capture data, operate computer and collate administrative statistics. Basic knowledge and insight of Human Resource prescripts. Applicants must have working experience on the PERSAL system and be in possession of a PERSAL certificate. Knowledge of database and spread sheet applications. Knowledge and experience of Pension Administration as well as conditions of service matters i.e. leave, housing allowances, policy on incapacity leave, ill health retirement (PILIR), appointments, injury on duty and

other allowances. Have a working knowledge of the Basic Condition of employment Act and Labour Relations Act. Knowledge of the Public Service Act, Public Service Regulations and any other relevant prescripts. Good verbal and written communication skills.

DUTIES : The incumbent will be responsible for the effective management of the total human resource functions within Catchment Management Agency. Ensuring and managing the implementation of Human Resources, Human Resources Development which includes Performance Management and Development System, Planning and Recruitment as well as HR Administration, strategies, policies, practices and systems and monitoring the guidance, to subordinates and line managers. The interpretation and application of HR policies and directives. Management of PERSAL system that will expedite the provision of information and statistics. Ensuring and managing effective programming and coordination of training activities. Assessing the Performance of Officials in the unit (PMDS).

ENQUIRIES NOTE : Mr N Smouse Tel No: (051) 405 9000
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POST 09/169 : **OFFICE MANAGER REF NO: VOCMA16**
Vaal-Orange Catchment Management Agency
Division: Office of The Chief Executive Officer

SALARY CENTRE REQUIREMENTS : R468 459 per annum (Level 09)
: Bloemfontein
: A relevant NQF level 6 qualification in Business Administration. Five (5) years' experience in general administration and office management environment. The disclosure of a valid unexpired driver's license. Extensive knowledge and understanding of public service policies and administrative procedures. Basic financial management and knowledge of PFMA. Knowledge of administrative procedures. Knowledge in secretarial duties. Computer literacy. Sound organizational skills. Good people skills. High level of reliability. Good communication, presentation and report writing skills. Ability to act with fact and discretion. Knowledge of dispute resolution process. Understanding of legislative and policy frameworks governing the sector. Knowledge of project management and administration. Accountability and ethical conduct. Understanding of strategy development, implementation and monitoring will be an added advantage.

DUTIES : Manage and coordinate the flow of information within the office of CEO: VOCMA. Render administrative support services: Procurement of goods and services, ensure that assets register is updated, assist with the coordination of monthly, quarterly and annual reports to the CEO, Board and other stakeholders. Quality assurance of documentation and remain up to date with prescripts, policies and procedure applicable to work terrain to ensure efficient support to the Office. Ensure effective records management system for all submissions and correspondences. Arrange / organise workshops and meetings. Represent Manager at certain meetings and workshops. Manages queries of the office of the CEO. Management of financial and human resources. Assist during the compilation of budget in line with MTEF, PFMA, advice and facilitate the process of budget projection with all the project managers/Units within the CMA.

ENQUIRIES NOTE : Ms L Morake Tel No: (051) 405 9000
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<u>POST 09/170</u>	:	<u>ENGINEERING TECHNOLOGIST PRODUCTION GRADE A – C REF NO: 270326/05</u> Branch: Infrastructure Management: Head Office CD: DIR: Engineering Services Dir: Civil Engineering Sub-Dir: Bulk Pipe Systems
<u>SALARY</u>	:	R453 576 – R690 237 per annum, (OSD), (Offer will be based on proven years of experience)
<u>CENTRE REQUIREMENTS</u>	:	Pretoria Head Office A Bachelor of Technology (B-Tech) in Civil Engineering. Three (3) years post qualification engineering experience. Compulsory registration with Engineering Council of South Africa (ECSA) as an Engineering Technologist. The disclosure of a valid unexpired driver's license. Knowledge of project management, technical design, and analysis. Knowledge and understanding of research and development. Knowledge and experience in Computer-aided engineering applications. Knowledge of legal compliance and technical report writing. Good communication skills both (verbal and written), conflict management and negotiation skills. Problem solving and analysis, decision making, teamwork, creativity, financial management, people management, customer focus, responsiveness, planning and organizing. Must be prepared to work away from the office and travel extensively for extended periods of time.
<u>DUTIES</u>	:	Manage technical services and support in conjunction with Engineers. Monitor, analyse and determine actions to ensure effective contract administration. Co-ordinate the development of Service Level Agreements and manage all types of signed contracts. Monitor and evaluate contract performance in line with the Service Level Agreements. Monitor Compliance and control in contract management, co-ordinate improved service delivery. Ensure the promotion of safety in line with statutory and regulatory requirements. Manage administrative, human resources and related functions. Financial Management and provide inputs into the budgeting process, operational plan, procurement plan and related matters. Compile and submit reports as required. Liaise with relevant bodies/councils on engineering related matters. Provide mentorship and supervision of personnel. Research / literature studies and technical engineering technology to improve expertise. Research and development through Continuous Professional Development (CPD) to keep up with new technologies and procedures.
<u>ENQUIRIES</u>	:	Mr. J. Mabela Tel No: (012) 336-6564
<u>POST 09/171</u>	:	<u>ENGINEERING TECHNOLOGIST PRODUCTION GRADE A – C REF NO: 270326/06</u> Branch: Infrastructure Management: Head Office CD: Dir: Engineering Services Dir: Civil Engineering Sub-Dir: Dam Design
<u>SALARY</u>	:	R453 576 – R690 237 per annum, (OSD), (Offer will be based on proven years of experience)
<u>CENTRE REQUIREMENTS</u>	:	Pretoria Head Office A Bachelor of Technology (B-Tech/BEng-Tech) in Civil Engineering. Three (3) years post qualification experience. Compulsory registration with Engineering Council of South Africa (ECSA) as a Professional Engineering Technologist (Pr.Tech.Eng. Civil). The disclosure of a valid unexpired driver's license; Knowledge of- and experience with technical analyses, design, modelling, research, development and report writing; Knowledge and understanding of project management and legal compliance; Knowledge of- and experience with computer-aided engineering analyses, drawing and project management software applications; Ability to clearly define/identify and innovatively analyse/solve broadly defined problems; Effective communication skills (verbal and written), conflict management and negotiation skills; Knowledge of- or experience with financial management, people management, planning and organization; exhibit responsive task- and client oriented focus; and Ability to act responsibly and with professional conduct in a teamwork environment.
<u>DUTIES</u>	:	Implement/assist with projects for new and/or refurbished dam and/or appurtenant/ancillary strategic water resources infrastructure; Provide technical support to Engineers and Supervisors; Provide advice/guidance to Technicians and colleagues; Contribute to the design of systems, components

or processes; Apply sound engineering practice, principles and techniques; Execute detailed design functions; Turn conceptual ideas/designs into practical implementations; Identify and optimize technical solutions to address and solve broadly defined engineering challenges/problems; Maintain and manage current technologies; Perform research and investigation for development; Keep abreast of- and incorporate new technology and procedures to enhance expertise; Evaluate and improve existing technical manuals; Develop and review standard drawings, procedures, guidelines, specifications and models; Promote safety standards in line with statutory and regulatory requirements; Perform administrative and related office functions and activities; Compile and submit monthly and quarterly reports; Provide inputs on the operational plan; Develop, implement and maintain databases; Liaise with relevant bodies/boards/councils/institutions on engineering-related matters; Be prepared to work away from the office and travel extensively for extended periods of time; and Provide mentorship and supervision of personnel.

ENQUIRIES : Mr TN Burger Tel No: (012) 336 7694 / Mr A Havenga Tel No: (012) 336 8814 / Mr T Maphaqa Tel No: (012) 336 2106

POST 09/172 : **SENIOR STATE ACCOUNTANT (X2 POSTS)**
Vaal-Orange Catchment Management Agency
Division: Financial Accounting

SALARY CENTRE : R397 116 per annum (Level 08)
: Bloemfontein (FS) Ref No. VOCMA17 (X1 Post)
: Pretoria (GP) Ref No. VOCMA18 (X1 Post)

REQUIREMENTS : A National Diploma or Degree in Financial Management. Two (2) to three (3) years relevant financial experience in Financial Accounting of which one (1) year should be supervisory level. The disclosure of a valid unexpired driver's license. Knowledge and understanding of financial legislation, policies, practices and procedures. Knowledge and understanding of financial prescripts such as Treasury Regulations and PFMA. Knowledge and experience on SAP and PERSAL systems. Computer literacy in Microsoft Office. Knowledge of Departmental policies and procedures. Knowledge and understanding of the framework for managing performance information. Problem solving and analysis. People and diversity management skills. Client orientation and customer focus. Good communication skills both verbal and written. Accountability and ethical conduct. Good presentation skills. Knowledge of accrual accounting.

DUTIES : Ensure compliance with management of invoices. Manage creditors by ensuring major accounts are reconciled with supplier statements. Monitor compliance with 30-day payments, administration of payroll, authorize PERSAL / SAP payments and journals. Monitor petty cash and supervise bank payments. Oversee safeguarding of state funds. Ensure proper documents control pertinent to financial documents. Compliance with monthly reporting on payables/accruals, 30-day reports, creditor reconciliation reports, petty cash reconciliation and suspense account reconciliation. Provide assistance to internal and external client regarding general budgeting and financial reporting requirements. Supervise and evaluate personnel.

ENQUIRIES NOTE : Mr N Smouse Tel No: (051) 405 9000
: The Vaal-Orange Catchment Management Agency is a Public Water Resource Management Agency, established in line with the provisions of the National Water Act, 1998 (Act no 36 of 1998) (NWA) and National Water Policy for South Africa. It is an entity of the National Department of Water and Sanitation. Employees appointed in the CMA have similar employment terms and conditions as those of employees appointed in terms of the Public Service Act, though not employed in terms of the Public Service Act.

POST 09/173 : **SENIOR SUPPLY CHAIN PRACTITIONER REF NO: VOCMA19**
Vaal-Orange Catchment Management Agency
Division: Supply Chain Management

SALARY CENTRE : R397 116 per annum (Level 08)
: Bloemfontein

REQUIREMENTS : A relevant NQF level 6 qualification in Supply Chain Management or relevant field. Three (3) years relevant experience in a supervisory level. Practical experience on SAP system. The disclosure of a valid unexpired driver's license. Knowledge and understanding of Public Finance Management Act

		(PFMA), Treasury Regulations, Preferential Procurement Policy Framework (PPPFA and all applicable SCM guidelines, policies, practices, and procedures. Knowledge of equal opportunities and Affirmative action guidelines and laws. Knowledge of administrative clerical procedures and systems. Departmental policies and procedures. Governmental financial systems. Knowledge of learning and teaching procedures and techniques. Framework for managing performance information. Knowledge of implementing policies of PMDS. Problem solving and Analysis. People and Diversity Management. Client Orientation, Communication, Accountability and Ethical Conduct.
<u>DUTIES</u>	:	Coordinate, review, research, analyses and plan the procurement needs of the Cluster. Coordinate, review, collect information and implement the demand management plan for the Cluster. Manage and review specifications received from end users. Implement and maintain the update of all prospective and preferred supplier database. Coordinate, review and execute the bidding process. Coordinate and review the compilation and invitation of quotations from Central Supplier Database as per the National Treasury. Serve as the secretariat for all Cluster Bids & Specification Committees. Supervise, monitor, analyse and determine actions to ensure proper contract administration. Supervise, monitor contract compliance by determining whether products/services are delivered at the right time, of the right quantity, right products, right place, right conditions, right quality, and right price according to the contract. Supervise and monitor supplier performance according to the contract and Service Level agreement. Coordinate and review the process of requisition of goods and services. Verify correctness of invoice. Facilitate authorization of payment. Coordinate the safe keeping and distribution of goods. Supervise employees to ensure an effective Supply Chain Management service and undertake all administrative functions required regarding financial and HR administration. Control and safeguard all Supply Chain documentation. Manage, optimises and maintain Agency's physical and/ or financial assets, often overseeing lifecycle planning, maintenance, and compliance. Effective maintenance of asset register. Supervise and undertake risk management assessments. Supervise and implement fraud and abuse prevention strategy for SCM. Supervise and undertake performance assessment of the value chain in SCM function. Participate in the development of risk and performance management policies processes and procedures. Manage moveable assets in your section. Conduct physical verification of assets, manage movement of assets, identify redundant, non-serviceable and obsolete assets in your section'
<u>ENQUIRIES</u>	:	Mr N Smouse Tel No: (051) 404 9000
<u>NOTE</u>	:	The Vaal-Orange Catchment Management Agency is a Public Water Resource Management Agency, established in line with the provisions of the National Water Act, 1998 (Act no 36 of 1998) (NWA) and National Water Policy for South Africa. It is an entity of the National Department of Water and Sanitation. Employees appointed in the CMA have similar employment terms and conditions as those of employees appointed in terms of the Public Service Act, though not employed in terms of the Public Service Act.
<u>POST 09/174</u>	:	<u>SENIOR STATE ACCOUNTANT: REVENUE MANAGEMENT (X2 POSTS)</u> Vaal-Orange Catchment Management Agency Division: Revenue Management
<u>SALARY</u>	:	R397 116 per annum (Level 08)
<u>CENTRE</u>	:	Pretoria (GP) Ref No: VOCMA20 (X1 Post) Kimberley (NC) Ref No: VOCMA21 (X1 Post)
<u>REQUIREMENTS</u>	:	A relevant NQF 6 qualification in a finance related field. Three (3) to (4) four years' experience in financial matters. Practical experience of the SAP system and the WARMS system. The disclosure of a valid unexpired driver's license. Knowledge and understanding of financial legislation, policies, practices, and procedures. Knowledge and understanding of financial prescripts such as the PFMA, Treasury Regulations, and the Division of Revenue Act (DORA). Knowledge of and application of International Financial Reporting Standards applicable to revenue, Generally Recognized Accounting Practice, Public Service Anti-Corruption Strategy, fraud, and prevention. Knowledge of equal opportunities and affirmative action guidelines, and laws. Knowledge of administrative, clerical procedures, and systems. Knowledge and understanding of Departmental policies and procedures. Provide a framework for managing performance information. Knowledge of implementing policies of

		PMDS. Problem-solving and Analysis. People and Diversity Management. Client Orientation and Customer Focus. Good communication. Accountability and Ethical Conduct. Willingness to travel extensively.
<u>DUTIES</u>	:	Implement billing management and debt Management Policies. Plan, coordinate, and manage the activities of the division associated with the delivery of revenue services to the Cluster. Provide financial administration of SAP. Monitor the reconciliation of customers. Responsible for the collection of revenue in the Gauteng & Northern Cape Regions. Handle payments in the suspense account and follow up on bad debt. Manage billing and attend to billing queries. Assist with the tariff determination process in the Region. Attend monthly customer meetings. Supervise and evaluate personnel. Handling of audit queries. Compile and submit reports timeously. Manage the customer service office.
<u>ENQUIRIES NOTE</u>	:	Mr N Smouse Tel No: (051) 405 9000
	:	The Vaal-Orange Catchment Management Agency is a Public Water Resource Management Agency, established in line with the provisions of the National Water Act, 1998 (Act no 36 of 1998) (NWA) and National Water Policy for South Africa. It is an entity of the National Department of Water and Sanitation. Employees appointed in the CMA have similar employment terms and conditions as those of employees appointed in terms of the Public Service Act, though not employed in terms of the Public Service Act.
<u>POST 09/175</u>	:	<u>SENIOR STATE ACCOUNTANT (MANAGEMENT ACCOUNTING) (X2 POSTS)</u> Vaal-Orange Catchment Management Agency Division: Management Accounting
<u>SALARY CENTRE</u>	:	R397 116 per annum (Level 08)
	:	Kimberley (Northern Cape) Ref No: VOCMA22
	:	Pretoria (Gauteng) Ref No: VOCMA23
<u>REQUIREMENTS</u>	:	A relevant NQF Level 6 qualification in Finance or related qualification. Two (2) to (4) four years' experience in the financial environment. The disclosure of a valid unexpired driver's license. Knowledge and practical experience on SAP system. Knowledge of PERSAL and Warms systems would be an added advantage. Computer literacy such as MS Excel, Word and PowerPoint. Sound understanding of accounting principles and knowledge of the budgeting process. People and diversity management. Client orientation and customer focus. Good communication skills. Accountability and ethical conduct. Problem solving and analysis. Knowledge of administrative clerical procedures and systems. Knowledge and understanding of financial prescripts such PFMA and Treasury Regulations.
<u>DUTIES</u>	:	In-Year monitoring, monthly reporting and providing support regarding the planning and budgeting process. Compiling and capturing of the budget. Fund shifting of budget allocations. Assist with tariff calculations. Ensure effective implementation of the budget policy and provide advice on the budget process to budget controllers on correct GL allocations. Analyse expenditure trends and deviations and provide reports to management. Assist with re-allocation of funds and monitor movement of funds allocated within the budget. Confirm availability of funds regarding the requisition of goods and services. Processing, capturing and/or authorizing payments to customers on the SAP system, perform payroll functions, capturing and/or authorizing staff claims on PERSAL system. Management of reporting including accruals and commitments, Address audit queries and implement corrective measures. Prepare monthly and quarterly reports on budget expenditure. Approval of journals. Ensure management, maintenance and safekeeping of assets.
<u>ENQUIRIES NOTE</u>	:	Mr. N Smouse Tel No: (051) 405 9000
	:	The Vaal-Orange Catchment Management Agency is a Public Water Resource Management Agency, established in line with the provisions of the National Water Act, 1998 (Act no 36 of 1998) (NWA) and National Water Policy for South Africa. It is an entity of the National Department of Water and Sanitation. Employees appointed in the CMA have similar employment terms and conditions as those of employees appointed in terms of the Public Service Act, though not employed in terms of the Public Service Act.

<u>POST 09/176</u>	:	<u>ENGINEERING TECHNICIAN PRODUCTION GRADE A – C REF NO: 270326/07</u> Branch: Infrastructure Management: Head Office CD: Dir: Engineering Services Dir: Civil Engineering Sub-Dir: Bulk Pipe Systems
<u>SALARY</u>	:	R391 671 – R586 665 per annum, (OSD), (Offer will be based on proven years of experience)
<u>CENTRE</u>	:	Pretoria Head Office
<u>REQUIREMENTS</u>	:	A National Diploma in Civil Engineering. Three (3) years post qualification experience in Technical Engineering. Compulsory registration with the Engineering Council of South Africa (ECSA) as an Engineering Technician. The disclosure of a valid unexpired driver's license. Knowledge of programme and project management. Knowledge of technical design, and analysis of pipelines, pump stations, and reservoirs in raw water, potable water, and sanitation. Knowledge and understanding of research and development. Knowledge and experience in Computer-aided engineering applications. Knowledge of legal compliance and technical report writing. Good communication skills both (verbal and written). Knowledge of computer-aided engineering applications including relevant computer software. Technical report writing, networking and professional judgement. Responsiveness. Sound interpersonal and leadership skills.
<u>DUTIES</u>	:	Render technical services and support in conjunction with Engineers, Technologist and associates in the field. Provide inputs in engineering drawings, research, design, manufacturing, operations and maintenance to the design office. Assist Engineers, Control Engineering Technicians, and associates in the field and technical office activities and appraisals for technical reports. Optimising appropriate design and cost-effectiveness of new bulk pipeline and sanitation projects. Conduction site inspections, site meetings, compilation and submission of progress reports. Development of condition assessment and civil maintenance inspections. Address breakdowns and perform fault findings. Render technical support for dam safety rehabilitation projects. Promote safety in line with statutory and regulatory requirements. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology. Evaluate technical designs and engineering drawings with specifications complete with bill of quantities and submit for approval to the relevant authority. Perform administrative and related functions. Provide inputs into the budgeting process as required. Compile and submit monthly and quarterly expenditure reports as required. Evaluation of quotations and proposals with verifying and certifying invoices for payment from contractors and Public Service Providers. Provide and consolidate inputs to the technical / engineering operational plan. Research and development through continuous professional development to keep up with new technologies and procedures. Research / literature studies and technical engineering technology to improve expertise. Liaise with relevant bodies/councils on engineering related matters. Must be prepared to work away from the office and travel extensively for extended periods of time.
<u>ENQUIRIES</u>	:	Mr. M.J. Mabela Tel No: (012) 336 6564
<u>POST 09/177</u>	:	<u>ENGINEERING TECHNICIAN PRODUCTION GRADE A –C: (CIVIL) REF NO: 270326/08</u> Branch: Infrastructure Management: Northern Operations Dir: Operations Northern
<u>SALARY</u>	:	R391 671 – R586 665 per annum, (OSD), (Offer will be based on proven years of experience)
<u>CENTRE</u>	:	Tzaneen Area Office
<u>REQUIREMENTS</u>	:	A National Diploma in Civil Engineering. Three (3) years post qualification civil engineering experience required. Compulsory registration with the Engineering Council of South Africa (ECSA) as a Professional Engineering Technician. The disclosure of a valid unexpired driver's license. Knowledge of programme and project management. Knowledge of technical design and analyses of dams and canals. Significant dam engineering experience related to design, construction, management, operation, maintenance, and safety of dams with a safety risk. Knowledge of the water sector and relevant legislation (including but not limited to Chapter 4 and Chapter 12 of National Water Act (NWA, Act

<u>DUTIES</u>	:	<p>No. 36 of 1998) and the Dam Safety Regulations published in Government Notice R. 139 of 24 February 2012). Understanding of research and development. Knowledge of computer-aided engineering applications including relevant computer software. Technical report writing, networking, and professional judgement. Problem solving and analysis, decision making, team leadership, creativity, self-management, customer focus and responsiveness. Sound interpersonal and leadership skills. Strong verbal and written communication skills. Planning, organizing and people management. Willingness to travel throughout South Africa for the execution of some duties.</p> <p>Render technical services and support. Provide inputs in engineering drawings, research, design, constructing, operations and maintenance to the Area Offices and Scheme Offices. Assist Control Engineering Technicians and associates in the field, workshop and technical office activities and appraisals for technical reports, Business and Demand Plans. Monitor the implementation of Government Water Resource Schemes projects through conducting site inspections, site meetings, compilation, and submission of progress reports. Development of Condition Assessment and Civil Maintenance Inspections. Address breakdowns and perform fault findings. Optimize the life cycle of equipment. Initiate maintenance/refurbishment projects. Technical support for Dam Safety Rehabilitation Projects. Promote safety in line with statutory and regulatory requirements. Evaluate existing technical manuals, standard drawings, and procedures to incorporate new technology. Evaluate technical designs and engineering drawings with specifications complete with bill of quantities and submit for approval by the relevant authority. Perform administrative and related functions. Provide inputs into the budgeting process as required. Compile and submit monthly and quarterly expenditure reports as required. Evaluation of quotations and proposals together with verifying and certifying invoices for payment from contractors and Public Service Providers. Execute cost analysis and feasibility studies for new projects and refurbishment of existing structures. Maintain proper records and documentation for all projects to enable a clean audit. Provide and consolidate inputs to the technical / engineering operational plan. Develop, implement, and maintain databases. Supervise technical personnel and control strategic infrastructure.</p>
<u>ENQUIRIES</u>	:	Mr KS Thantsha Tel No: (015) 307 8600
<u>POST 09/178</u>	:	<p><u>ENGINEERING TECHNICIAN PRODUCTION GRADE A - C (ELECTRICAL)</u> <u>REF NO: 270326/09</u> Branch: Infrastructure Management: Northern Operations Dir: Operations Northern</p>
<u>SALARY</u>	:	R391 671 – R586 665 per annum, (OSD), (Offer will be based on proven years of experience)
<u>CENTRE</u>	:	Tzaneen Area Office
<u>REQUIREMENTS</u>	:	A National Diploma in Electrical Engineering. Three (3) years post qualification Electrical engineering experience. Compulsory Registration with the Engineering Council of South Africa as a Professional Engineering Technician. The disclosure of a valid unexpired driver's license. Knowledge of legal compliance, technical design and analysis knowledge, technical report writing, technical consulting, research development and project management. Change management, people management. Good written and verbal communication skills, computer skills, decision making problem solving and analysis. Planning and organising. Customer focus and responsiveness.
<u>DUTIES</u>	:	<p>Analysis and development of water resources systems operating rules. Development of planning/Operation models or decision support systems for Water Resource Development/Management. Expert advice in Water Resource Planning /Operations. Development of Business Plan and manage Human Resources. Assist Engineers, Technologists and associates in the field, workshop and technical office activities. Promote safety in line with statutory and regulatory requirements. Evaluate existing technical manuals, standards drawings and procedures to incorporate new technology. Produce technical designs with specifications and submit for evaluation and approval by the relevant authority. Develop and draft maintenance strategies in line with the Asset Management Plan (AMP). Develop and update the Maintenance Demand plan and Operational plan. Provide inputs into the budgeting process as required. Compile and submit technical reports as required. Develop, implement and maintain databases. Supervise and control technical and related personnel and assets. Project lead and manage Maintenance Opex</p>

and Capex projects in line with best project Management practices. Liaise with relevant bodies/councils on engineering-related matters.
Mr KS Thantsha Tel No: (015) 307 8600

ENQUIRIES

POST 09/179

ASSISTANT TECHNICAL OFFICER REF NO: 270326/10

Branch: Water Resource Management
Dir: Resource Quality Information Services

SALARY

CENTRE

REQUIREMENTS

R228 321 per annum (Level 05)
Roodeplaat, Resource Quality Information Services
A relevant NQF Level 4 with mathematics/Mathematics Literacy/Physical Science). Knowledge of the Occupational Health and Safety Act. (OHS). Computer Literacy. The disclosure of a valid unexpired driver's license. Basic knowledge in handling laboratory equipment. Basic Problem Solving. Good communication skills. Willingness to acquire new skills. Knowledge of ISO 17025 will serve as a recommendation.

DUTIES

Receive samples with specific tests requests. Preparation of samples according to laboratory Standard Operating Procedures (SOPs). Maintenance and monitoring of laboratory equipment and environment. Removal and sterilisation of hazardous laboratory waste. Cleaning of glass and plasticware. Changing and handling of gas cylinders. In-house training of personnel, graduates and interns on activities related to the work. Capture monthly water-related data. Maintain and verification of laboratory glassware, thermometer, balance, dispensettes and micropipette. Stock taking laboratory consumables. Verification of laboratory glassware. Record data and information according to quality management system (forms).

ENQUIRIES

Ms J. Lekekiso Tel No: (012) 808 9750

POST 09/180

WATER CONTROL AID REF NO: (X4 POSTS)

Branch: Infrastructure Management Southern Operations
Dir: Operations Southern

SALARY

CENTRE

REQUIREMENTS

R193 359 per annum (Level 04)
De Mist Kraal Ref No: 270326/11 (X1 Post)
Kat River Dam Ref No: 270326/12 (X1 Post)
Doornriver Dam Ref No: 270326/13 (X2 Posts)

An NQF level 2 or equivalent qualification. The disclosure of a valid unexpired driver's license will serve as an added advantage. A higher qualification will serve as an added advantage. Good verbal, writing and reading skills. Basic knowledge in controlling and managing the water distribution for all Government water works. Basic understanding in occupational Health and safety. Basic knowledge of flood control. Basic understanding of record keeping.

DUTIES

Opening and closing of sluices according to scheme regulations. Handling the water distribution sheet according to scheme regulations. Perform minor maintenance on structures, fencing and sluices. Assist with opening of blocked pipes and canals. Remove of algae and water grass in canals regularly. Conduct daily inspections on section. Report holes on embankments and any irregularly on canals to Water Control Officer. Look for cracks in measuring structures and report defects. Stagnant water on the embankments must be reported. Painting of sluices and long weir sluices. Ensure that sluice numbers are clearly marked. Keep canal grids clean. Keep gauge plates clean. Keep structures clean and their surroundings. Keep inlet hole to measuring box always open. Clean and lock always the post boxes. Repair minor wash outs. Repair equipment when necessary. Keep equipment's safe and lock the storeroom always.

ENQUIRIES

NOTE

Mr S Cannon at (063) 500 6215 / Mr ML Boyce at (083) 412 1966
Preference will be given to candidates from the Geographical Area

POST 09/181

LABORATORY CLEANER REF NO: 270326/14 (X2 POSTS)

Branch: Water Resource Management
Dir: Resource Quality Information Services

SALARY

CENTRE

REQUIREMENTS

R163 680 per annum (Level 03)
Roodeplaat (RQIS)
A relevant NQF level 2. Cleaning experience in the laboratory will serve as an added advantage. Basic knowledge of cleaning principles. Basic knowledge of

chemical use e.g., dilution/mixing. Understanding of cleaning equipment used. Knowledge of health and safety requirements. Knowledge of record keeping. Basic understanding and applying laboratory safety rules. Basic understanding of applying or using chemicals correctly. Good communication and interpersonal relations.

DUTIES : Clean laboratory and equipment. Remove all laboratory waste according to procedures. Clean glass and plastic ware according to procedures. Remove and connect gas cylinders. Complete relevant forms to ensure traceability of laboratory activities. Stock taking of cleaning materials. Requesting cleaning materials as and when needed. Clean storerooms. Emptying waste bins. Keep stock of chemicals. Refill deionized water containers. Report hazards, damaged equipment, machines, or unsafe conditions to supervisors. Switching on and off laboratory air compressor.

ENQUIRIES : Ms J. Lekekiso Tel No: (012) 808 9750

POST 09/182 : **GENERAL WORKER (X3 POSTS)**
Branch: Infrastructure Management: Southern Operations
Dir: Operations Southern

SALARY CENTRE : R138 486 per annum (Level 02)
: Mthatha Dam Ref No: 270326/15 (X1 Post)
: Waterdown Dam Ref No: 270326/16 (X1 Post)
: Gcuwa Dam Ref No: 270326/17 (X1 Post)

REQUIREMENTS : An ABET Certificate. A higher qualification will serve as an added advantage. Demonstration to relevant experience in a similar environment will serve as an added advantage. Knowledge of general worker in handling gardening equipment and appliances. Knowledge of working on various general work including lawn care process. Basic knowledge of maintenance practices for the efficient and safe upkeep of government water infrastructure and associated facilities.

DUTIES : Carry out general maintenance activities including weed control, gardening, painting, maintenance of fire breaks and herbicide application. Conduct general routine inspections on Departmental infrastructure. Perform maintenance tasks on government water infrastructure and related facilities such as canals, pipelines, dams, servitudes, terrain and buildings. Report faults, defects, and safety hazards to supervisors promptly. Load and offload equipment. Adhere to the Occupational Health and Safety (OHS) Act and all related safety regulations. Assist with other general duties as and when requested.

ENQUIRIES : Mr ML Boyce at 083 412 1966

NOTE : Preference will be given to candidates from the Geographical Area.