DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE

The Department of Public Works is an equal opportunity, affirmative action employer. The intention is to promote representatively in the Public Service through the filling of these posts and with persons whose appointment will promote representatively, will receive preference. An indication by candidates in this regard will facilitate the processing of applications. If no suitable candidates from the unrepresented groups can be recruited, candidates from the represented groups will be considered. People with disabilities are encouraged to apply.

CLOSING DATE NOTE



26 August 2022 at 16H00 Kindly take note that with effect from 01 January 2021, DPSA approved the new Z83 Application Form (obtainable from any Public Service department); applicants are requested to use the new application form as failure to do so will result in their application being disgualified. The Z83 form must be signed when submitted, To streamline the recruitment process to be more responsive to the public, as well as to create more protective measures during the pandemic by avoiding over-crowding and curb the costs incurred by applicants such measures should include the following regarding certification: Advertisement and accompanying notes must clearly capture the requirements for the certification to reflect that applicants. Please not note that applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae. The communication from HR of the department regarding requirements of certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The application for employment Form (Z83) provides under the sectional "additional information" that candidates who are selected for interviews will be requested to furnish additional certified information that may be requested to make final decision. It must be borne in mind that when a document is certified as a true copy of an original, the certifier only confirms it being a true copy of the original presented. Therefore, the certification process does not provide validation of the authenticity of the original document. The validation occurs when the documents is verified for authenticity. Regulation 67 (9) requires the executive authority to ensure that he or she is fully satisfied of the claims being made and these read with Regulations (57) (c) which requires the finalisation of Personnel Suitability Checks in order to verify claims and check the candidate for purpose of being fit and proper for employment. Applications not complying with the above will be disgualified. Should you not have heard from us within the next months, please regard your application as unsuccessful. Note: It is the responsibility of all applicants to ensure that foreign and other qualifications are evaluated by SAQA. Recognition of prior learning will only be considered on submission of proof by candidates. Kindly note that appointment will be subject to verification of qualifications and a security clearance. Faxed or late applications will NOT be accepted. Shortlisted candidates must be willing to undergo normal vetting and verification processes. Should you not have heard from us within the next 3 months, please regard your application as unsuccessful.

ERRATUM: Kindly note that the following post was advertised in Public Service Vacancy Circular 29 dated 05 August 2022. (1) Scientific Technician: Water Care Ref No: 2022/287, Centre: Pretoria Regional Office, the post is (OSD), the closing date will be extended to the 02 September 2022.

knowledge of Electrical engineering best practices and aspects of the building

OTHER POSTS

POST 30/170	:	CHIEF ENGINEER: ELECTRICAL (GRADE A) REF NO: 2022/290

SALARY	
CENTRE	
REQUIREMENTS	

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R1 058 469 per annum, (OSD) Port Elizabeth Regional Office Bachelor's degree in Electrical Engineering (B. Eng. or BSC. Eng.) With 6 years relevant post-qualification experience in various facets of Electrical engineering. Compulsory registration as a Professional Engineer with ECSA/

DUTIES	:	and construction environment, extensive knowledge of and experience in the development, implementation and oversight of recovery plans when projects are lagging. Knowledge of PFMA, OHSA, Supply chain management, Contract Management, Good technical and innovative problem-solving abilities. Computer literacy and experience in the application of Electrical Engineering software in the use of dashboards to track progress, Good interpersonal skills and negotiation skills. Applied knowledge of all Built environment legislatives/regulating requirements. Excellent writing and presentation skills. A valid driver's license and the ability/willingness to travel. Provide technical lead in proposal preparations, Define technical resources requirements for successful work execution, Perform final review and approval or audits on new engineering designs according to design principles, Set maintenance standards specifications and service levels according to organizational objectives to ensure optimum operational availability. Compile risk logs and manage significant risk and provide technical consulting services for the operation on engineering related matters, Allocate, control, monitor expenditure according to budget, check tender documentation for inviting tenders. Monitor the performance of and exercise control over appointed consultants in connection with the design and execution of work, as well as maintenance to existing structures and infrastructure and scrutinize and approve fee accounts of consulting engineers. Mentor, train and develop candidates and related technical personnel to promote skills/knowledge transfer. Develop, implement and monitor work systems and processes to ensure efficient and effective functioning.
<u>ENQUIRIES</u> APPLICATIUONS	:	Mr. SL Jikeka Tel No: (041) 408 2074 Port Elizabeth Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X 3913, North End, Port Elizabeth, 6056.
FOR ATTENTION	:	Ms S Mafanya
POST 30/171	:	CHIEF CONSTRUCTION PROJECT MANAGER
SALARY CENTRE	:	R1 058 469 per annum, (OSD) Durban Regional Office Ref No: 2022/291A (X2 Posts) Cape Town Regional Office Ref No: 2022/291B (X2 Posts)
<u>REQUIREMENTS</u>	:	A relevant Bachelor's degree or equivalent qualification in technical field/built environment with a minimum of 6 years post-qualification experience, must be registered as a Professional Construction Project Manager with the SACPCMP. A valid driver's licence. Compulsory registration with the SACPCMP as a Professional Construction Project Manager. Knowledge of Programme and Project Management. Project design and analyse, legal and operational compliance as well as the creation of a high performance culture. Communication skills, problem solving skills, decision making skills, and conflict management skills. Research and development. Strategic capability and leadership. Financial management and computer skills. Negotiation skills.
DUTIES	:	Monitor the performance of Project Managers under his/her supervision. Mentor, develop and offer technical support to improve performance. Manage construction projects on his/her own, ranging from large scale capital projects to maintenance projects and service contracts. Ensure that the needs of clients are well interpreted into manageable scopes of work. Procure the services of the Built Environment professionals through stipulated supply chain management processes. Coordinate the work of various professionals to ensure the required design and documentation quality as well as delivery is in accordance with project execution plans. Coordinate all internal resources required to ensure the bidding process for appointment of contractors. Ensure that appointed consultants manage the quality of work within their professional scope and responsibility. Ensure that contractors timeously receive all relevant specifications and details to construct. Adjudicate all applications of variation orders and extensions of time and to make recommendations to the approving authority within the department. Process all interim monthly payments as per the conditions of contract and in line with Government's commitment to pay invoices timeously. Prepare and submit project information to be filled to the Head of Directorate to secure all funding required funding for the projects through internal set processes. Ensure that project information is filed appropriately for easy access during audit. Cultivate a culture of good working relationships with fellow colleagues with the department. Adhere to conditions of OHS. Conduct research on new best practises of materials, techniques and

ENQUIRIES APPLICATIONS	:	methods. Ensure delivery of projects within parameters of time and cost to establish and promote effective relationships with clients. Provide expert advice to the department. Mr KB Mbhele Tel No: (031) 314 7163 Ms. Kolele Tel No: (021) 402 2063 Durban Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X54315, Durban, 4000. Corner Dr Pixley Kasem and Samora Machel Streets Durban. For Attention: Ms NS Nxumalo Cape Town Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X9027, Cape Town, 8000. Or Hand Deliver at Ground floor, Customs House, Lower Heerengracht Street, Cape Town. Register the application in the book. For Attention: Ms. C Rossouw
POST 30/172	:	CHIEF TOWN PLANNER: TOWN PLANNING SERVICES REF NO: 2022/293
<u>SALARY</u> <u>CENTRE</u> <u>REQUIREMENTS</u>		R912 048 per annum, (all-inclusive package in accordance with OSD rules) Head Office (Pretoria) An appropriate degree in Town and Regional Planning with extensive relevant six (6) years of working experience applied post-registration. Experience in various facets of town & regional planning and related built environment legislations / policies. Registration as Professional Planner with the South African Council for Planners (SACPLAN) is compulsory. Valid driver's license. -Willing to travel extensively. Knowledge and Skills: Conversant with Built Environment related legislations / policies. In-depth understanding of Site Clearance processes. Well-developed Project Management. Knowledge of PFMA, Treasury regulations and other related government prescripts. Understanding of property development. Stakeholder management skills. Problem solving; Decision making; Communication; Interpersonal, Report writing, Presentation Computer literacy; and Negotiation skills. Personal Attributes: Ability to work under pressure; Ability to communicate at all levels; People orientated; Innovative; Flexibility and ability to adapt to change; Analytical thinking; Hardworking and highly motivated.
DUTIES	:	Rapid site clearance delivery for the construction of accommodation for national departments, in line with Site Delivery Programme linked with Construction Programmes and budgets. Ensure verification and Interpretation of Client departments' needs, preference and space norms. Ensure community involvement and stakeholder support in projects. Manage site analysis/ audit; approval and clear sites for development. Provide timely progress reports and briefings to client departments. Ensure the appointment, briefing, administration and payment of professional service providers in accordance with DPW and other related government guidelines. Prepare consultant appointment terms of reference and scrutinize development conditions. Ensure effective relationship with Client departments, KAM, Portfolio managers, Professional Services, Head & Regional Office project quality control and proactively remove constraints that delay the site clearance process. Negotiate land availability and enter into service level agreements with service providers. Provide professional and technical support to the implementation teams at Head and Regional offices. Conduct research regard international best practice on town planning. Develop and inform relevant stakeholders of site clearance processes. Verify and evaluate project compliance with legal and development conditions. Resolve issues pertaining to environmental and heritage impact, traffic engineering, land use, site demarcation and site development matters that affect client sites or assets. Provide professional advice on town
ENQUIRIES APPLICATION	:	planning issues. Mr. M Ganiso Tel No: (012) 406 1035 Head Office Applications: The Director-General, Department of Public Works, Private Bag x65, Pretoria, 0001 or CGO Building, Cnr Bosman and Madiba Street, Pretoria.
FOR ATTENTION	:	Ms NP Mudau
POST 30/173	:	PRODUCTION ENGINEER: CIVIL (GRADE A) REF NO: 2022/294
SALARY CENTRE	:	R728 829 per annum, (OSD) Head Office (Pretoria)

REQUIREMENTS	:	At least a BSc or BEng in Civil Engineering. A minimum of 3 years relevant experience in the field of civil engineering post qualification. Compulsory registration as a Professional Engineer with the Engineering Council of South Africa (Professional Engineering Technologist will not be considered). Experience in various fields of civil engineering which include but not limited to: (i) geotechnical investigations and designs; (ii) water engineering (design and construction of: bulk water services, connector infrastructures, reticulation systems, water reservoirs, waste water and water treatment works); and (iii) construction materials. Experience in traffic and transportation engineering will be an added advantage. Exposure to the main contracts used in the civil engineering industry. Good understanding of the CIDB standard for uniformity. Good communication skills. Excellent technical report writing and presentation skills are required. Innovative problem solving ability and ability to work independently. Applied knowledge of all relevant Built Environment legislative/regulatory requirements of National and International standards. A valid driver's license (minimum code B) and the ability/willingness to travel are essential.
<u>DUTIES</u>		Technical evaluation of professional service providers' and contractors' bids. Review and acceptance of the professional service provider's concept and detailed design. Assist in compilation of tender documentation. Conduct technical inspections and integrity surveys on various civil engineering assets. Conduct quality control over the work of the consultant and the contractor during the execution phase of the project. Conduct minor traffic studies under supervision of a chief engineer. Assist project managers in resolving technical disputes arising at different stages of the project. Review and audit final professional civil engineering accounts and construction contract final accounts. Accept responsibility for the development, implementation, review and regular updating of standardized civil engineering practice manuals for the Department. Undertake in-house designs, documentation and implementation of minor projects.
ENQUIRIES APPLICATIONS	:	Mr. M Ramushu Tel No: (012) 406 2109 Head Office Applications: The Director-General, Department of Public Works, Private Bag x65, Pretoria, 0001 or CGO Building, Cnr Bosman and Madiba
FOR ATTENTION	:	Street, Pretoria. Ms NP Mudau
POST 30/174	:	CONSTRUCTION PROJECT MANAGER
<u>SALARY</u> <u>CENTRE</u>	:	R718 059 per annum, all-inclusive package, (OSD) Johannesburg Regional Office Ref No: 2022/295A (X5 Posts) Port Elizabeth Regional Office Ref No: 2022/295B Cape Town Regional Office Ref No: 2022/295C (X2 Posts) Kimberly Regional Office Ref No: 2022/295D (Note: Kimberly regional office advert only is Ring-fenced for people with disabilities)
<u>REQUIREMENTS</u>	:	A National Higher Diploma/ BTech in the Built Environment field and a minimum of 4 years' and six months experience in the Built Environment/Honours degree in Built Environment filed with a minimum of 3 years' experience. Compulsory registration with the SACPCMP as a Professional Construction Project Manager and/ furnish a proof that you have applied to register with the professional council and paid the prescribed application and registration fees. A valid driver's license. Computer literacy, Knowledge and understanding of the following Acts: Public Finance Management Act, Occupational Health and Safety Act as well as Building Regulations and Environmental Conservation Act, Knowledge and understanding of the Government Procurement System, good planning, financial and budget skills, Sound analytical and good written and verbal communication skills; Knowledge and understanding of the JBCC and GCC form of contract.
<u>DUTIES</u>	:	Contribute to project initiation, scope definition and scope change control for envisaged projects. Full project management function, cost, quality and time control. Manage project cost estimates and control changes in line with allocated budgets. Plan and attend project meetings during the project phases. Assist with the compilation of projects documentation to support project processes. Implement project administration processes according to Government requirements. Ensure implementation of procurement activities and adherence thereof to Government policies. Provide assistance in implementing and assuring that project execution is in accordance with the

	approved project norms and time schedules. Support the project environment and activities to ensure that project objectives are delivered timeously. Manage and engage in multi-disciplinary construction teams regarding the construction/maintenance of facilities; Ensure that construction projects are implemented and executed as envisaged in the Acquisition/procurement plan and that high quality projects are delivered within time, cost and quality
<u>ENQUIRIES</u>	framework. : Mr KJ Mahloko Tel No: (011) 713 6051 Mr. S Cosa Tel No: (053) 838 5356 Ms. T Kolele Tel No: (021) 402 2063 Mr. SL Jikeka Tel No: (014) 408 2074
<u>APPLICATIONS</u>	 Johannesburg Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag x3 Braamfontein, 2017 or hand deliver to No 78 Cnr De Beer and Korte, Braamfontein, 2017. For attention: Mr M Mudau Port Elizabeth Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X 3913, North End, Port Elizabeth, 6056. For attention: Ms S Mafanya. Cape Town Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X9027, Cape Town, 8000. Or Hand Deliver at Ground floor, Customs House, Lower Heerengracht Street, Cape Town. Register the application in the book. For attention: Ms. C Rossouw Kimberley Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X5002, Kimberley, 8301. For Attention: Ms N Hlongwane
<u>POST 30/175</u>	: <u>PROFESSIONAL TOWN PLANNER: TOWN PLANNING SERVICES REF</u> NO: 2022/296
SALARY	: R628 014 per annum, (OSD)
CENTRE	: Head Office (Pretoria)
<u>REQUIREMENTS</u>	 An appropriate degree in Town and Regional Planning with extensive relevant Three (3) years of working experience applied post-registration. Experience in various facets of town & regional planning and related built environment legislations / policies. Valid Registration as Professional Planner with the South African Council for Planners (SACPLAN) is compulsory. Valid driver's license. Willing to travel extensively. Knowledge and Skills: Conversant with Built Environment related legislations / policies. In-depth understanding of all town and regional planning processes. Well-developed Project Management. Knowledge of PFMA, Treasury regulations and other related government prescripts. Understanding of property development. Stakeholder management skills. Problem solving; Decision making; Communication; Interpersonal, Report writing, Presentation Computer literacy; and Negotiation skills. Personal Attributes: Ability to work under pressure; Ability to communicate at all levels; People orientated; Innovative; Flexibility and ability to adapt to change; Analytical thinking; Hardworking and highly motivated. Leading the team of professionals from different fields and technical staff from
	Dept. of Public Works and private company to marshal and implement property development; Provide professional town and regional planning advice and services in terms of professional qualifications and experience; rapid and punctual delivery of land for the construction of new accommodation for national departments in line with Site Delivery Programme linked to land acquisition and disposal; conduct research with regards to international best practice; process and guideline development; verify and interpret client department needs, preferences and space norms, community involvement and stakeholder support; Project manage the location, audit/analysis, approval and preparation and clearance of sites for development; applying quality control, verifying timely site delivery and proactively remove constraints that restrain site clearance progress; reviewing and formulating SLAs and MoUs with other state organs/parastatas and other SOSs; providing professional and technical support to implementation teams at head office or regional level; provide general and financial management, allocation of budget, payment of consultants, expenditure and human resources; facilitating and coordinating projects for site delivery best practice, coaching and managing private consultants, officials regarding governmental, and SOSs/NGOs ; Developing, implementing and maintaining the Strategic development plans ; Implementation of relevant government policies, legislations, Acts and

ENQUIRIES APPLICATIONS FOR ATTENTION	 Regulatory Laws in property development; retrospectively evaluate projects and verify compliance with legal and development conditions; timely progress reporting and effective briefing of client; understanding the needs of the clients; prepare terms of reference, brief consultants, scrutinize development conditioned; executing land availability negotiations and entering into service-level agreements with service providers; namely, Ingonyama Trust Board, Communal and Traditional land owners, parasternal and etc.; Resolve environmental impact, traffic engineering, heritage impact, land use, site demarcation and site development plan issues; Resolve economic development and planning related matters that affect the South African Provinces; provide comprehensive reports and conduct public participation processes with all the stakeholders. Mr. M Ganiso Tel No: (012) 406 1035 Head Office Applications: The Director-General, Department of Public Works, Private Bag x65, Pretoria, 0001 or CGO Building, Cnr Bosman and Madiba Street, Pretoria.
POST 30/176	ENGINEERING TECHNOLOGIST PRODUCTION, GRADE A REF NO: 2022/297
SALARY CENTRE REQUIREMENTS DUTIES	 R369 351 per annum, (OSD) Johannesburg Regional Office A Bachelor of Technology in Engineering (B-Tech) or relevant qualification, Three years post qualification Engineering Technologist experience required Valid divers license, Compulsory registration with ECSA as Engineering Technologist. Project Management, Technical design and analysis knowledge. Research and development. Computer-aided engineering applications. Knowledge of legal compliance. Technical report writing. Networking, Professional judgment, Problem solving and analysis, Decision making, Team leadership, Creativity, Self-management, Customer focus and responsiveness, Communication, Computer skills, Planning and organizing, People management. Provide technological advisory services: Support Engineers, Technicians and associates in field, workshop and office activities. Promote safety standards in line with statutory and regulatory requirements. Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology. Solve broadly defined technological challenges through application of proven techniques and procedures. Develop, maintain and manage current technologies; and Identify and optimize technical solutions by applying engineering principles. Perform administrative and related functions. Compile and submit monthly and quarterly reports. Provide inputs to the operational plan. Develop, implement and maintain databases. Research and development: Keep up with new technologies and procedures. Research/literature studies on technical engineering technology to improve expertise; and to liaise with relevant boards/councils on engineering-related
ENQUIRIES APPLICATIONS FOR ATTENTION	 matters. Mr. Jacob Mahloko Tel No: (011) 713 6136 Johannesburg Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag x3 Braamfontein, 2017 or hand deliver to No 78 Cnr De Beer and Korte, Braamfontein, 2017. Mr. M Mudau
POST 30/177	SENIOR ADMINISTRATION OFFICER: PROPERTY PAYMENTS REF NO: 2022/298
<u>SALARY</u> <u>CENTRE</u> <u>REQUIREMENTS</u>	 R321 543 per annum Port Elizabeth (Gqeberha) Regional Office A three (3) year tertiary qualification (NQF Level 6) in Accounting, or Cost and Management Accounting. Relevant experience in creditor's and debtor's management. Sound financial and budgetary skills. Strong analytical, administration and organizational skills. Understanding and Knowledge of PFMA and Treasury Regulations. Good verbal, written, communication and interpersonal skills. Must be able to do problem solving efficiently and work well in a team. Computer literacy in Microsoft packages such as word, excel, outlook. Communication at all levels will also be advantageous. Pro-active, innovative and be able to work under pressure. A valid driver's license.

<u>DUTIES</u>	:	Supervise timeous payment Municipal services, Rates & Taxes for State Owned Entities to Local Authorities and private Landlords. Be able to manage and co-ordinate staff complement. Ensure that staff members are properly trained in their tasks. Supervise junior staff performance and appraisals. Keep team motivated and productive. Maintain accurate data integrity. Evaluate and review creditor's reconciliations and resolve arrear debt and/or any disputes related to accounts. Evaluate, review and approve payments. Investigate any variance, irregularities and non-compliance with internal controls. Identify and develop new and more effective methods of work. Assist in preparing monthly management reports. Assist in resolving Audit queries. Resolve any queries related to rental payments.
ENQUIRIES APPLICATIONS	:	Mr. L. Funde Tel No: (041) 408 2017 Port Elizabeth Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X 3913, North End, Port Elizabeth, 6056.
FOR ATTENTION	:	Ms S Mafanya
<u>POST 30/178</u>	:	ADMINISTRATION OFFICER: CONSTRUCTION PROJECT MANAGEMENT (TARGETED FOR WOMEN) REF NO: 2022/299
<u>SALARY</u> <u>CENTRE</u> <u>REQUIREMENTS</u>	:	R261 372 per annum Bloemfontein Regional Office A three year tertiary qualification (NQF Level 6) in Office Management/Administration, computer literacy (Ms Word, PowerPoint, Ms Excel and Outlook). Proficiency in English as business language i.e. verbal communication, report writing, letter writing and data capturing appropriate relevant experience, i.e. in the built environment, projects etc. Ability to work independently. Understanding of project management. Knowledge of WCS would be an added advantage.
<u>DUTIES</u>	:	Provide administrative support to project team. Liaise with stakeholders relevant to the office. Prepare and administer documents related to the development of the project. Book venues for meetings, workshops and planning sessions. Prepare documents for meetings, presentations and reports. Manage the flow of information in the office. Manage formal submissions and minutes of meetings and presentations. Handle queries from consultants and contractors. Assist in disseminating status reports on the development of the project. Assist with monitoring of consultants budgets and cash flows. Book venues for the Construction Project Management team. Compile and update spreadsheet for payments. Perform such other duties, appropriate to the role, as may be required.
ENQUIRIES APPLICATIONS	:	Ms. P. Zweni Tel No: (051) 408 7348 Bloemfontein Regional Office Applications: The Regional Manager, Department of Public Works, P/Bag X 20605, Bloemfontein, 9300 or hand delivered to 18 President Brandt Street Bloemfontein 9300.
FOR ATTENTION	:	Mr D Manus
<u>POST 30/179</u>	:	CLEANER: FACILITIES MANAGEMENT REF NO: 2022/300
SALARY CENTRE	:	R104 073 per annum Umtata Regional Office
REQUIREMENTS	:	Grade 10 (STD 8) and appropriate experience in an office environment. Good interpersonal skills, basic communication and literacy. Ability to perform routine cleaning tasks. Cleaning or Hygiene certificate, knowledge on usage of cleaning materials and equipment will be an added advantage.
<u>DUTIES</u>	:	Cleaning court offices and cells. Cleaning toilets, basins and wall tiles, empty and wash dustbins. Sweeping passages, floors, offices, pavements and courtyards. Scrubbing, moping and polishing floors. Dust and polish furniture. Cleaning windows, doors and walls, vacuuming offices and stripping floors. Effective use of cleaning agents. Maintain general hygienic and safe environment. Provisioning of sufficient amounts of toiletries, replenish or replace as required.
ENQUIRIES APPLICATIONS	:	Ms N Nakumba Tel No: 012 492 3173 Mthatha Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X5007, Sutherland Street, Mthatha 5099 or Hand
FOR ATTENTION	:	Deliver at 29 Sutherland Street, PRD II Building, 5th Floor, Mthatha. Ms N Mzalisi