

DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE

CLOSING DATE: 31 May 2024@16h00

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.

NOTE: 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 and the Z83 form must be signed when submitted as failure to do so will result in their application being disqualified. With regard to completion of new Z83 form, part A and B must be fully filled, Part C on method of correspondence and contact details must be fully filled, two questions relating to condition that prevent reappointment under part F must be fully answered. Page 1 must be initialled, failure to comply with the above, applicants will be disqualified. Please not note that applicants are not required to submit copies of qualifications and other relevant documents on application but **must** submit the fully completed **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 disqualified. 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.

Entry level requirements for SMS posts: In terms of the Directive on Human Resources Management and Development for Public Service Professionalization Volume 1, a requirement for appointment into SMS posts is the successful completion of the Senior Management Pre-Entry Programme (Nyukela) as endorsed by the National School of Government (NSG). The course is available at the NSG under the name Certificate for entry into SMS and the full details can be obtained by following the below link: <https://www.thensg.gov.za/training-course/sms-pre-entryprogramme/>.

Kindly note that appointment will be subject to verification of qualifications and a security clearance. Hand delivered, posted and emailed applications will be accepted, late applications will **NOT** be accepted. As part of the interview process, shortlisted candidates will be subjected to an ethics and integrity assessment, technical assessment and must be willing to undergo normal vetting and verification processes. Selected candidates will also be subjected to a compulsory competency assessment for senior management services in the Public Service. Should you not have heard from us within the next 3 months, please regard your application as unsuccessful. (KINDLY NOTE THAT THE EMAILED APPLICATIONS AND ATTACHMENTS SHOULD NOT EXCEED 15MB)

CHIEF DIRECTOR: ENGINEERING SERVICES

REF NO: 2024/45

Salary: All-inclusive package of R 1 371 558 per annum. (Total package to be structured in accordance with the rules of the Senior Management Services.

Centre: Head Office (Pretoria)

Requirements: Engineering degree (NQF 7) (Bachelor of Engineering / Bachelor of Sciences Engineering or relevant qualification. A minimum of five (5) years SMS experience in the engineering field. Compulsory professional registration with a professional council. **Knowledge:** Engineering best practice; Project Management; Extensive knowledge of all engineering aspects of the building and construction environment; Public Finance Management Act; Occupational Health and Safety Act; Supply Chain Management; Contract Management. **Personal Attributes:** Programme and project management; Engineering design and analysis knowledge; Research and development; Computer-aided engineering applications; Knowledge of legal compliance; Technical report writing; Creating high performance culture; Networking; Engineering and professional judgment. **Skills:** Decision making; Team leadership; Analytical skills; Creativity; Self-management; Financial management; Customer focus and responsiveness; Communication; Computer literacy; Planning and organising; Conflict management; People management; Negotiation skills; Problem solving and analysis Change management; Innovation. **Other:** Willing to adapt work schedule in accordance with professional requirement.

Duties: Oversee the development of engineering plans, processes, and procedures:-Oversee the development and maintenance of professional best practice parameters and quality standards and manuals and guideline on professional standards; Monitor and ensure the implementation and continuous adherence to professional guideline and standards; Manage approvals or audits on new engineering designs according to design principles or theory; Ensure engineering design efforts and integration across disciplines to ensure seamless integration with current technology; Oversee budget and timelines for engineering projects; Promote and enforce a safe and healthy work environment in accordance with applicable legislation and company policies and procedures; Drive continuous improvement of processes, quality and cost to maintain profitability and competitiveness; Oversee the maintenance of engineering operational effectiveness:-Manage the execution of maintenance strategy through the provision of appropriate structures, systems and resources; Ensure engineering maintenance standards, specifications and service levels in accordance with Departmental objectives to ensure optimum operational availability; Monitor maintenance efficiencies according to departmental goals to direct or redirect engineering services; Ensure and monitor compliance with standard operating procedures; Provide expert advice on electrical safety and risk management; Ensure compliance to OHS&A, legal and environmental requirements; Manage cost efficiency of engineering projects and life cycle costing. Manage and provide technical operational advice on water and waste water treatment purification service to client departments:-Oversee the implementation of Water Act within the department; Manage the implementation and maintenance of the Water and Waste Water Plants; Apply research findings to help minimise the environmental impacts of pollution, erosion, and other problems; Research ways to improve water conservation and preservation; Evaluate the feasibility of water-related projects, such as irrigation systems and waste treatment facilities; Manage the Chief Directorate:- Establish and maintain appropriate internal controls and reporting systems in order to meet performance expectations; Develop and manage the operational plan of the Directorate and report on progress as required; Manage performance and development of employees; Establish, implement and maintain efficient and effective communication arrangements; Compile and submit all required administrative reports; Quality control of work delivered by employees; Monitor the budget and expenditures for the Directorate.

Enquiries: Mr SC Zaba, Tel: 012 406 1544

APPLICATIONS: All applications for this position must be submitted only via email to: Recruitment24-05@dpw.gov.za

Hand Delivery address: CGO Building, cnr Bosman and Madiba Streets, PRETORIA



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA