



## water & sanitation

Department:  
Water and Sanitation  
REPUBLIC OF SOUTH AFRICA

### DEPARTMENT OF WATER AND SANITATION

#### APPLICATIONS

For **Centre: Pretoria**: please forward your applications quoting the relevant reference number to the Department of Water and Sanitation, Private Bag X 350 Pretoria 0001 or hand deliver at Continental Building, corner Cnr Visagie and Bosman, street, Pretoria. **For attention:** Ms Cindy Mazibuko

#### CLOSING DATE:

**05 AUGUST 2016.TIME: 16H00**

#### POST

: **DIRECTOR: MANAGEMENT SUPPORT REF: 050816/04**

#### SALARY

: **R 864 177 per annum (All inclusive package) level 13**

#### CENTRE

: **Pretoria**

#### REQUIREMENTS:

A B-Degree (NQF) level 7 qualification in Public Administration/Management/Project Management. Five (5) years Middle/Senior Management experience. Previous exposure to managing information. Knowledge of Public Sector and experience in government legal processes, legislation and contracts. Knowledge of PFMA, public service regulation and treasury regulations.Sound knowledge of water sector dynamics.

#### DUTIES

Development of strategic and business plan.Management of the office and Human Resource Management.Coordination of Ministerial, Cab Memos, Parliamentary Questions and strategic projects.Stakeholder liaison, communication and management of relevant events.Sound knowledge of strategic capability, leadership and independence.Understanding of Programme, Project Management, Financial Management and Change Management.

#### ENQUIRIES

: Ms. Z Mathe, Tel (012) 336 7305