



the dpsa

Department:
Public Service and Administration
REPUBLIC OF SOUTH AFRICA

PUBLIC SERVICE VACANCY CIRCULAR

PUBLICATION NO 03 OF 2025

DATE ISSUED 24 JANUARY 2025

1. Introduction

- 1.1 This Circular is, except during December, published on a weekly basis and contains the advertisements of vacant posts and jobs in Public Service departments.
- 1.2 Although the Circular is issued by the Department of Public Service and Administration, the Department is not responsible for the content of the advertisements. Enquiries about an advertisement must be addressed to the relevant advertising department.

2. Directions to candidates

- 2.1 Applications on form Z83 with full particulars of the applicants' training, qualifications, competencies, knowledge and experience (on a separate sheet if necessary or a CV) must be forwarded to the department in which the vacancy/vacancies exist(s). **NB: PROSPECTIVE APPLICANTS MUST PLEASE USE THE NEW Z83 WHICH IS EFFECTIVE AS AT 01 JANUARY 2021.**
- 2.2 Applicants must indicate the reference number of the vacancy in their applications.
- 2.3 Applicants requiring additional information regarding an advertised post must direct their enquiries to the department where the vacancy exists. The Department of Public Service and Administration must not be approached for such information.
- 2.4 It must be ensured that applications reach the relevant advertising departments on or before the applicable closing dates.

3. Directions to departments

- 3.1 The contents of this Circular must be brought to the attention of all employees.
- 3.2 It must be ensured that employees declared in excess are informed of the advertised vacancies. Potential candidates from the excess group must be assisted in applying timeously for vacancies and attending where applicable, interviews.
- 3.3 Where vacancies have been identified to promote representativeness, the provisions of sections 15 (affirmative action measures) and 20 (employment equity plan) of the Employment Equity Act, 1998 should be applied. Advertisements for such vacancies should state that it is intended to promote representativeness through the filling of the vacancy and that the candidature of persons whose transfer/appointment will promote representativeness, will receive preference.
- 3.4 Candidates must be assessed and selected in accordance with the relevant measures that apply to employment in the Public Service.

4 SMS pre-entry certificate

- 4.1 To access the SMS pre-entry certificate course and for further details, please click on the following link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/>. For more information regarding the course please visit the NSG website: www.thensg.gov.za.

AMENDMENT

: **DEPARTMENT OF PUBLIC SERVICE AND ADMINISTRATION:** Kindly note that the following internship post was advertised in Public Service Vacancy Circular 01 dated 10 January 2025: Graduate Internship Programme: Office of The Deputy Minister REF NO: DPSA 2025/02. The email address for receiving the applications was erroneously typed when publishing and the correct email address is internodm02@dpsa.gov.za.

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GOVERNMENT TECHNICAL ADVISORY CENTRE (GTAC)**APPLICATIONS**

- : Only online applications will be accepted. Applications not accompanied by a comprehensive CV and fully completed and signed Z83 form will not be considered. Please register or if you are already registered, sign in and apply for the position/s on the GTAC eRecruitment website <https://erecruitment.gtac.gov.za/erecruitment/>

CLOSING DATE

- : 07 February 2025 at 12 pm.

NOTE

- : The GTAC is an equal-opportunity employer and encourages applications from women and people with disabilities. Our buildings are accessible to people with disabilities and reasonable accommodation is provided for persons with disabilities. Applicants who previously applied for the Team Leader: Project Management position in Circular 38 of 2024 which closed on 1 November 2024 need not re-apply. Only South African Citizens, and Permanent Residents need to apply as per PSR 2016. Applications should be accompanied by a duly completed and signed Z83 form (obtainable from any Public Service department). The post title and reference number must be clearly indicated on the Z83 form. A recent comprehensive CV should be submitted. Certified copies of qualifications and other relevant documents will be required to be submitted to HR on or before the day of the interview from shortlisted candidates. All short-listed candidates will be subjected to security vetting to confirm employment, personnel suitability checks and undergo an SMS competency assessment prior to the interview. Short-listed candidates must make themselves available for a panel interview on the date determined by GTAC. Late applications, and those not meeting the requirements, will not be considered. Should you not receive feedback from GTAC within 2 months of the closing date, please consider your application unsuccessful. GTAC reserves the right to fill or not fill the advertised post. Preference will be given according to EE and Gender target. In accordance with the DPSA Directive on Compulsory Capacity Development, Mandatory Training Days and Minimum requirements, this SMS level appointment will be subject to the completion of the Senior Management Pre-entry programme as endorsed by the National School of Government. The applicants should therefore have proof that they have registered for the Pre-entry certificate and have completed the course before the appointment. The cost of the pre-entry certificate is at the candidate's expense. To access the pre-certificate course, please visit: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme>.

MANAGEMENT ECHELON**POST 03/01**

- : **DIRECTOR: EVALUATION & LEARNING (JOBS FUND) REF NO: G05/2024**
Term: 24 months fixed-term contract

SALARY

- : R1 216 824.per annum (All-inclusive), (Level 13) PSR 44 will apply to candidates appointed in the Salary Level

CENTRE

- : Pretoria

REQUIREMENTS

- : Bachelor's Degree/ Advanced Diploma (NQF Level 7) in Development Studies, Public Administration, Economics and related fields. Postgraduate qualification in development studies, economics or social sciences or equivalent would be advantageous. Training or certification statistics and quantitative measurements. 6-8 years' experience in monitoring reporting and evaluating projects/programmes. At least 5 years' experience in a middle/senior management position. Experience in establishing and/or implementing programme monitoring and evaluation systems using indicators and Development Impact Reports. Experience in the design and implementation of evaluations. Knowledge of questionnaire design and development of review instruments. Knowledge and experience in collating and analysing quantitative data for reporting and dissemination. Experience in the preparation of evaluation reports for different audiences – technical, management, government, donors and other stakeholders. Experience in the application of leading qualitative and quantitative data collection, analysis and reporting tools. Experience in managing projects with multiple stakeholders. Experience In Working on Knowledge Management Initiatives. Competencies Required: Client Service Orientation: Client-service orientation implies helping or serving others, to meet their needs. It means focussing on discovering those needs,

figuring out how to best meet them as well as putting into practice the Batho Pele spirit. **Effective Communication:** Ability to transmit and receive information clearly and communicate effectively to others by considering their points of view in order to respond appropriately. This may involve listening, interpreting, formulating, and delivering verbal, non-verbal, written, and/or electronic messages. It includes the ability to convey ideas and information in a way that brings understanding to the target audience. **Networking and Influencing:** Establishes, maintains, and utilizes a relevant network of contacts in order to keep a pulse on public, political, and internal issues and make informed decisions. It implies an intention to persuade, convince, influence, or impress others in order to meet the intended objectives. **Organisational Awareness:** Refers to the ability to understand and learn the power relationships in one's own organisation or in other organisations. This includes the ability to identify the real decision-makers; the individuals who can influence them; and to predict how new events or situations will affect individuals and groups within the Department. **Resilience:** Ability to cap one's emotions to avoid negative reactions when provoked, when faced with opposition or hostility, or when working under stress. It also includes the ability to maintain stamina under continuing stress. **Resource Planning:** Organises work, sets priorities and determines resource requirements; determines short- or long-term goals and strategies to achieve them; coordinates with other organisations or parts of the organisation to accomplish goals; monitors progress and evaluates outcomes. **Problem Solving and Analysis:** Understanding a situation, issue, problem, etc., by breaking it into smaller pieces, or tracing the implications of a situation in a step-by-step way. It includes organising the parts of a problem, situation, etc., in a systematic way; making systematic comparisons of different features or aspects; setting priorities on a rational basis; and identifying time sequences, causal relationships, or if-then relationships. Create timely and well-developed solutions by examining alternatives, risks and consequences. **Computer Literacy:** Knowledge and ability to use computers and technology efficiently. Refers to the comfort level someone has with using computer programs and other applications associated with computers (MS Office, Internet, email). **Database Management:** Knowledge of the principles, procedures, and tools of data management, such as modelling techniques, data backup, data recovery, data dictionaries, data warehousing, data mining, data disposal, and data standardization processes. **Evaluation Methodologies:** In-depth understanding of various methodologies in evaluation, both qualitative and quantitative, such as surveys, record reviews, focus groups and case studies and able to identify appropriate methodology. **Project Management:** Knowledge of the principles, methods, or tools for developing, scheduling, coordinating, and managing projects and resources, including monitoring and inspecting costs, work, and contractor performance. **Data Analysis:** Relevant experience and knowledge on how to collect reliable, valid and accurate data and perform objective analysis.

DUTIES

: Carrying out and attaining the mission and the goals of the Monitoring & Evaluation (M&E) unit. Develop a company culture that emphasises quality, continuous improvement, key employee retention and development, and high performance. Provide oversight and direction to the employees in the Monitoring & Evaluation unit by following the Jobs Fund's policies and procedures. Responsible for implementing a Jobs Fund-wide M&E framework and plan, with a priority focus on ensuring that the requirements of the Job Fund are met and aligned with the National Treasury and other critical funders/stakeholders. Manage the development processes and procedures for accurate monitoring and evaluation. Promote the utilisation of results-based monitoring and measurement in the fast-tracking of Jobs Fund reporting mechanisms and the development of processes and procedures for accurate monitoring. Build the Jobs Fund's internal learning and collaboration processes. Promote a knowledge-sharing and learning culture at the Jobs Fund. Disseminate key lessons learned to improve the implementation of projects, and the monitoring and evaluation of projects. Advocate the Fund by sharing good practices and lessons learned with relevant stakeholders. **Monitoring, Reporting and Measurement:** Provide strategic direction to the Jobs Fund monitoring and evaluation unit. Conduct M&E training needs assessment of the Jobs Fund programme staff and make recommendations on how to strengthen the capacity in monitoring and evaluation accordingly. Lead the development, implementation and coordination of an operational M&E framework, ensuring that it meets the needs of the Jobs Fund. Enhance

results-based monitoring and measurement and integrate it into the planning phase of all projects. Provide induction and support to all relevant stakeholders in the Jobs Fund on the M&E framework and how to integrate it within the programme and project management of the Jobs Fund. Participate in the development and support of multifunction systems and procedures that relate to project management of Jobs Fund projects. Work closely with Job Fund's Programme management to provide targeted support to key projects to establish M&E plans, to provide tools, manuals and guidelines and other materials for staff. Provide guidance in the identification of sources of data, collection and output methods. Provide support and oversight to ensure monitoring data is gathered and reported on. Lead the review, analysis and synthesis of monitoring data reported by all programmes/projects on a regular basis in preparation for reporting against set Jobs Fund indicators and Development Impact Reports (DIRs). Provide timely feedback to programme/project staff on the quality of data, identify gaps in data in a timely manner and work with staff to address weaknesses. Evaluation and Support: Provide strategic inputs into the management of the Jobs Fund Evaluation Framework and Learning Agenda. Design Project Formative, Midline, and Summative Evaluations. Support, organise or commission evaluations and case studies of Jobs Fund interventions as stated in programme/project M&E plans. Ensure that evaluations are conducted regularly within available budgets. Review and sign off on evaluations conducted externally. Lead the analysis, synthesis and where relevant integration of results of evaluations. Lead the development of Terms of Reference for evaluations and manage the service provider selection process. Utilise evaluation results to improve project roll-out and to identify and appraise new projects. Support partners in the development of results chains for their projects. Provide advice/information/guidance to project managers and partners on the most appropriate evaluation methodology for their projects. Promote and Enhance Learning: Lead the analysis and synthesis of findings from project evaluations. Initiate awareness sessions with stakeholders on evaluation, self-evaluation, project close-out and results-based management. Facilitate and coordinate information sharing. Guide the M&E team in performing benchmarking and research exercises on job creation, sustainability and systemic change. Manage research outputs and facilitate the implementation of research findings and recommendations. Initiate the creation of a network platform with internal and external stakeholders in the establishment of dialogue on the outcomes of evaluation results. Engage in activities related to the synthesis and dissemination of lessons learned by the Jobs Fund. Client Liaison: Develop and maintain relationships with internal and external stakeholders. Develop an exchange of experiences by participating in any existing network of relevant research about job creation, employability and systemic change. Conduct awareness sessions of results-based monitoring, reporting and measurement of tools and systems. Develop the strategy for the dissemination of learnings from case studies, reviews and project evaluations. Research and Development Processes: Embark on research and benchmark projects with established international institutions on best practices pertaining to monitoring, and evaluation. Integrate findings, and trends into future developments and tools pertaining to monitoring and evaluation practices, which will benefit the government as a whole. Conduct long- and short-term research, analysis, and information-gathering assignments in support of evaluation and learning efforts. Manage assessment and progress reporting efforts. Manage, analyse, and effectively visualise large and complex data sets. Coordinate and respond to internal and external requests for data and data analysis. Management of Data and Systems: Develop and maintain tools in support of the monitoring, evaluation and reporting for records purposes and future references. Monitor the evaluation of reports and keep a record of discrepancies and oversights for enhancement of processes and procedures. Evaluate the validity and integrity of information against said norms and standards. Identify opportunities to optimise the Job Fund's collection, use, and management of data. Develop and conduct training for Jobs Fund staff on the use of systems and effective data collection, use, and visualisation. Simplify complex systems and processes into user-friendly guidance for staff. Collaborate with the grants management system (Grants Management System) team and unit staff on broader system enhancements. Monitoring and Evaluation System: Develop the overall framework of the monitoring and evaluation activities. Document responsibilities and prepare a work plan and detailed budget for the monitoring

and evaluation activities. Ensure that realistic intermediate and end-of-project targets are defined. Establish an effective system for assessing the validity of monitoring and evaluation data through a review of activities. Draft tools and their revisions as well as data collection procedures (e.g. logical framework, project performance tracking, indicators, data flow chart, M&E manuals). Define and implement the key project performance indicators (Key Performance Indicators) as well as monitor them throughout the duration of projects. Implementation Framework: Design the framework for the physical and process monitoring of project activities. Develop and publish a Monitoring and Evaluation works plan. Promote a results-based approach to monitoring and evaluation, emphasising results and impacts. Coordinate the preparation of all monitoring and evaluation reports. Provide guidelines to business units and JF partners for preparing reports in line with agreed-upon standards. Prepare management reports for implementation progress and challenges together with recommendations. Undertake regular visits to the fields to support implementation of monitoring and evaluation. Monitor the quality of data produced and identify where adaptations might be needed. Monitor the follow-up of evaluation recommendations with project managers. Promote collaborative planning and monitoring with business units. Provide refresher training in monitoring and evaluation for Jobs Fund Partners (JFPs). End User Accountability: Develop field complaints mechanism, related processes and procedures to ensure that business units have access to and are able to respond to JF partners. Coordinate with business units the implementation of complaints mechanism including the quality and timeliness of replies provided to JFPs. Provide regular summaries of key issues raised through complaints mechanism to senior staff with recommendations. Support business units and JFPs to internalise the feedback received through the complaints system to enhance the quality of activities and services. Conduct studies and research on cross-cutting issues on the causes and roots of problems identified through complaints mechanisms or other sources. Communication, Reporting, Monitoring & Training: Assist Programme Development/Grants Management in establishing log frames, M&E work plans, and targets during the drafting of project proposals as well as throughout project implementation. Identify the causes of potential bottlenecks in project implementation and enhance the quality of reporting. Coach, mentor and develop staff, including overseeing new employee onboarding and providing career development planning and opportunities. Empower employees to take responsibility for their jobs and goals. Delegate responsibility and expect accountability and regular feedback. Lead employees using a performance management and development process that provides an overall context and framework to encourage employee contribution and includes goal setting, feedback, and performance development planning.

ENQUIRIES : HR Enquiries: Kaizer Malakoane 066 250 7072
/kaizer.malakoane@gtac.gov.za

NOTE : Technical Job Enquiries: jobsfund@treasury.gov.za
Calling all Evaluation & Learning Specialists with experience in applied research, formative, mid-term and summative evaluations, data analysis, policy development and report writing to apply for a position at the Jobs Fund. Are you passionate about impact investing and the measurement thereof? Would you like to work for one of the world's largest job creation Challenge Funds? Would you like to make a positive difference and contribute to employment growth in South Africa? Do you have the skill and passion to work with a team committed to driving social impact through private-public partnerships? If yes, then consider working for the Jobs Fund.

OTHER POST

POST 03/02 : **SENIOR ANALYST - CAPITAL PROJECTS APPRAISAL (GTAC) REF NO: G01/2025**
Term: Permanent

SALARY : R1 003 890 - R1 182 534.per annum (Level 12)
CENTRE : Pretoria
REQUIREMENTS : A degree (NQF Level 7) in Economics or Development Finance. A relevant postgraduate degree will be an added advantage. 6-10 years' experience in investment appraisal and/or economic research, at least 2-3 years of middle management experience. Sound understanding of applied microeconomics.

Sound understanding of economic and/or social infrastructure sectors. Research, analysis and report writing skills, with the ability to interpret economic policy and its possible outcomes. Intermediate understanding of financial modelling techniques. Understanding of the Public Sector and knowledge of appropriate legislations and regulations. Competencies Required: Problem Solving Analysis: The ability to understand a situation, issues, problems, etc., by breaking it into smaller pieces or tracing the implications of a situation in a step-by-step way. This includes organizing the parts of a problem, situation in a systematic way, making systematic comparisons of different features or aspects setting priorities on a rational basis, and identifying time sequences, casual relationships. Create timely and well-developed solutions by examining alternatives, risk and consequences. Results Orientation: Concern for holding self and others accountable for achieving results or for surpassing a standard of excellence. Team Participation: The ability to work co-operatively with others, to work together as opposed to working separately or competitively. Effective Communication: Ability to transmit and receive information clearly and communicate effectively to others by considering their points of view in order to respond appropriately. This may involve listening, interpreting, formulating and delivering verbal, non-verbal, written, and electronic messages. It includes the ability to convey ideals and information in a way that brings understanding to the target audience. Concern for Quality and Order: Desire to see things done logically, clearly and well. It takes various forms: monitoring and checking work and information, insisting on the clarity of roles and duties, setting up and maintaining information system. Computer Literacy: Knowledge and ability to use computers and technology efficiently. Refers to the comfort level someone has with using computer programs and other applications associated with computers (MS Office, Internet, email). Economic Principles: Basic knowledge and understanding of economics main concepts such as supply and demand, price marginalism. Economics: Science that studies the allocation of scarce resources to satisfy unlimited wants. Involves analysis the production, distribution, trade and consumption of goods and services. Policy Development and Management: Knowledge of government policies, the legislative process and public affairs as it pertains to NT. Includes the ability to monitor legislation that is of interest to Treasury. Financial Analysis: The application of financial modelling techniques as they apply to assessing capital projects, particularly in terms of their financial cost, viability, sustainability, risks and comparison with alternatives. Project Management: Knowledge of the principles, methods, tools for developing, scheduling, coordinating, and managing projects and resources, including monitoring and inspecting costs, work and contractor performance.

DUTIES

: Appraisal analysis and advice: Generate appraisal reports analysing the various impacts of specific infrastructure projects, both existing and proposed. Develop quantitative models to assess the expected impacts of specific infrastructure proposals from a financial, economic, environmental and social perspectives. Advice on the technical configuration, costing, funding, procurement and implementation readiness of proposals. Propose alternative ways of delivering infrastructure in an effective and efficient manner. Conduct research and develop appraisal best practice material: Conduct research on sectors developments, trends and topical issues related to infrastructure. Conduct research on specific technologies that affect how infrastructure is developed. Develop tools and methodologies that promote good appraisal practice. Participate in capacity building initiatives and knowledge sharing platforms. Input into policy discussions and advice on future policy developments and their impact on infrastructure. Monitor developments related to infrastructure development: Analysis of how to prioritise the most desirable projects and optimise the roll-out of national infrastructure to help maximize the economic benefits to society. Research and analysis of factors that drive demand for various types of infrastructure projects, and how that impacts the economy. Develop and maintain a database of relevant infrastructure related indicators for benchmarking and quantification of impacts. Project Management: Initiate scopes of work, draft outline reports and develop effective project management plans. Interact and collaborate with internal and outside stakeholders on projects. Report on project updates and progress as well as drafting close out reports of project. Serve as a representative on various fora related to projects.

ENQUIRIES

: Kaizer Malakoane 066 2Tel No: 50 7072 /kaizer.malakoane@gtac.gov.za

DEPARTMENT OF JUSTICE AND CONSTITUTIONAL DEVELOPMENT

CLOSING DATE
NOTE

: 10 February 2025

: Interested applicants must submit their applications for employment to <https://forms.office.com/r/X2XaVPasWu> or alternatively the address specified in each post. The application must include only completed and signed new Form Z83, obtainable from any Public Service Department or on the internet at www.gov.za, and a detailed Curriculum Vitae. Certified copies of Identity Document, Senior Certificate and the highest required qualification as well as a driver's license where necessary, will only be submitted by shortlisted candidates to HR on or before the day of the interview date. Application that do not comply with the above specifications will not be considered and will be disqualified. It remains the responsibility of an applicant to ensure that application reaches the department noting different options provided for submission. A SAQA evaluation report must accompany foreign qualifications. All shortlisted candidates for SMS posts will be subjected to a technical and competency assessment. A pre-entry certificate obtained from National School of Government (NSG) is required before appointment for all SMS positions. Candidate will complete a financial disclosure form and also be required to undergo a security clearance. Foreigners or dual citizenship holder must provide the Police Clearance certificate from country of origin only when shortlisted. The DOJ&CD 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. Reasonable accommodation shall be applied for People with Disabilities including where driver's license is a requirement. Correspondence will be limited to short-listed candidates only. If you do not hear from us within 3 months of this advertisement, please accept that your application has been unsuccessful. The department reserves the right not to fill these positions. Women and people with disabilities are encouraged to apply and preference will be given to the EE Target.

ERRATUM: Kindly note the post of Senior State Law Advisor: LP9 with Ref No: 24/108/SLA post 01/11 and State Law Advisor: LP7-LP8 with Ref No: 24/109/SLA post 01/12 advertised in the Public Service Vacancy 01 dated 10 January 2025 with a closing date 27 January 2025, the Centre of the posts should be Pretoria/Cape Town. We apologize for the inconvenience caused.

MANAGEMENT ECHELON**POST 03/03**

: **DIRECTOR: BUSINESS APPLICATION LEARNING AND DEVELOPMENT**
REF NO: 24/68/IDS
(This is a re-advertisement, applicants who previously applied need not to re-apply)

SALARY

: R1 216 824 – R1 433 355 per annum, (all-inclusive remuneration package).
The successful candidate will be required to sign a performance agreement.

CENTRE
REQUIREMENTS

: National Office, Pretoria

: An NQF level 7 qualification in Information Technology as recognized by SAQA; 5 years' experience at a middle/ senior management level in applications analysis and design in a learning and development work environment of an organization/institution/department; Nyukela Certificate (Certificate for entry into the Service Management Service from the National School of Government); Knowledge and understanding of Corporate Governance of Justice College Policy Framework and Justice System; Knowledge and understanding of Public Finance Management Act, Financial Management and regulatory framework/ guidelines, Public Service Act, Public Service Regulations, Treasury Regulations, Departmental Financial Instructions. Strategic capability and leadership; Programme and project management; Financial management; Change management; Knowledge management; Service delivery innovation (SDI); Problem solving and analysis; People management and empowerment; Client orientation and customer focus; Communication skills; Honesty and integrity.

<u>DUTIES</u>	:	Key Performance Areas: Manage the development and implementation of business applications strategy and set operational deliverables; Manage and conduct research on the best practice models, technological developments and trends for business learning and development application; Manage and coordinate implementation of curriculum development, learner assessment and delivery modes strategies; Manage and facilitate training programmes and implementation plans for business applications and systems; Manage and facilitate identification of statement aims and intended learning outcomes of the curriculum for business applications and systems; Manage human, finance, and other resources.
<u>ENQUIRIES APPLICATIONS</u>	:	Mr. R Chauke Tel No: (012) 315 1329
	:	Quoting the relevant reference number, direct your application to: Postal address: The Human Resource: Department of Justice and Constitutional Development; Private Bag X81, Pretoria, 0001 or Physical Address: Application Box, First Floor, Reception, East Tower, Momentum Building, 329 Pretorius Building, Pretoria, 0001.
<u>POST 03/04</u>	:	<u>MASTER (HEAD OF OFFICE): REF NO: 2024/11/GP</u> (This is a re-advertisement, applicants who previously applied need not to re-apply)
<u>SALARY</u>	:	R1 216 824 – R1 433 355 per annum (all-inclusive remuneration package). The successful candidate will be required to sign a performance agreement.
<u>CENTRE REQUIREMENTS</u>	:	Master of The High Court: Pretoria
	:	An LLB Degree (NQF level 7) as recognized by SAQA; 5 years' experience at middle/senior managerial level; Admitted as an Advocate/Attorney with right of appearance at High Court; Nyukela Certificate (Certificate of entry into Senior Management Service from the National School of Government); Knowledge of the South African legal system, legal practices and related sphere with specific reference to civil litigation and the law of contract; Knowledge of Family law litigation, legal research, the Administration of Estate Act, Insolvency Act, Companies Act, Close Corporations Act, Trust Property Control Act, Wills Act, the Constitution, Public Finance Management Act, Treasury Regulations and other relevant legislation. Skills and Competencies: Strategic capability and leadership, Project and programme management, Financial management; Change management, Knowledge management; Service delivery Innovation (SDI), Problem solving and analysis, People management and empowerment, Client orientation and customer focus, Communication, Honesty and integrity.
<u>DUTIES</u>	:	Key Performance Areas: Manage and monitor the implementation of guardian's fund, Manage and monitor the implementation of deceased estate; Manage the administration of Curatorship and registration of Trust; Manage the administration of insolvencies; Manage master's administration support services and service point Operations; Provide effective people management.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms. RR Moabelo Tel No: (011) 332 9000
	:	Quoting the relevant reference number, direct your application to: Provincial Office-Gauteng, Private Bag X6, Johannesburg, 2000 or Physical Address: Provincial Office-Gauteng; Department of Justice and Constitutional Development; 7th floor Schreiner chambers, 94 Pritchard, Johannesburg or email to: PRaadts@justice.gov.za

OTHER POSTS

<u>POST 03/05</u>	:	<u>FAMILY ADVOCATE (LP7-LP8), REF NO: 2024/41/GP</u>
<u>SALARY</u>	:	R884 268 – R1 459 071 per annum (Salary will be in accordance with OSD determination). The successful candidate will be required to sign a performance agreement.
<u>CENTRE REQUIREMENTS</u>	:	Family Advocate: Johannesburg
	:	An LLB Degree or recognized 4-year legal qualification; At least 5 years appropriate post qualification litigation experience; Admittance as an Advocate; A valid driver's license. Skills And Competencies: Good communication skills (verbal and writing); Research, investigation, monitoring, evaluation and report writing skills and Diversity; Dispute and Conflict Resolution skills.
<u>DUTIES</u>	:	Key Performance Areas: Perform all functions and duties of the Family Advocate in accordance with relevant legislation; Attend to Hague matters when delegated to do so; Endorse settlement agreements or commenting thereon; Institute and conduct enquiries to ascertain the best interest of

		children by means of ADR procedures; Institute enquires to ascertain the best interest of the minor child by means and evaluation; Attend to relevant circuit courts within the provinces.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms. RR Moabelo ☎ (011) 332 9000
	:	Quoting the relevant reference number, direct your application to: Provincial Office-Gauteng, Private Bag X6, Johannesburg 2000 Or Physical Address: Provincial Office–Gauteng; Department of Justice and Constitutional Development; 7 th floor Schreiner chambers, 94 Pritchard, JOHANNESBURG.
<u>POST 03/06</u>	:	<u>DEPUTY DIRECTOR: SUPPLY CHAIN MANAGEMENT, REF NO: 25/02/FS</u>
<u>SALARY</u>	:	R849 707 – R 1 000 908 per annum. (All-inclusive remuneration package). The successful candidates will be required to sign a performance agreement.
<u>CENTRE REQUIREMENTS</u>	:	Provincial Office, Bloemfontein
	:	A relevant tertiary qualification at NQF level 7. A minimum of 3 years' experience in Supply Chain Management at management (Assistant Director) level; Knowledge and understanding of the Supply Chain Management Framework; Knowledge of Supply Chain Management acquisition practices. Knowledge of National Treasury Regulations. Skills and competences: Computer literacy (MS Word, PowerPoint, Outlook, Excel, etc.); Good communication skills (written and verbal); Research and analytical skills. Budgeting and Financial Management; Leadership with strategic capabilities. Accuracy and attention to detail; Presentation and facilitation skills.
<u>DUTIES</u>	:	Key Performance Areas: Manage demand of goods and services in the province. Manage the acquisition/procurement services in the province. Manage and monitor the assets in accordance with the relevant policy and procedure. Render and monitor contract administration support service and compliance. Render a risk and performance management service with regard to supply chain internally and externally. Manage all resources in the section.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms. N Dywili Tel No: (051) 407 1800/073 775 0709
	:	Please direct your applications to: The Director HR, Private Bag X20578, BLOEMFONTEIN, 9300 or hand deliver to Physical Address: 108 St Andrew Street, BLOEMFONTEIN, 9300.
<u>POST 03/07</u>	:	<u>DEPUTY DIRECTOR: AREA COURT MANAGER, REF NO: 22/25EC</u>
<u>SALARY</u>	:	R849 702 – R1 000 908 per annum (All-inclusive remuneration package). The successful candidate will be required to sign a performance agreement.
<u>CENTRE REQUIREMENTS</u>	:	Amathole District - Butterworth
	:	An undergraduate National Diploma/Degree qualification (NQF level 6) as recognized by SAQA in Public Administration / Public Management / Legal or equivalent qualification; At least 3 years' relevant experience at managerial (Assistant Director) level; Knowledge and experience in office and district administration; Knowledge of Financial Management and Public Financial Management Act (PFMA); Experience in managing Trust (Third Party Funds) and Vote Accounts; Experience in the Court Environment will be an added advantage; A valid driver's license. Skills and Competencies: Strong Leadership and management capabilities; Strategic capabilities; Financial Management skills; Project management; Good communication (verbal and written); Computer literacy; Planning and organizing skills; Decision making skills; Presentation skills; Developing others.
<u>DUTIES</u>	:	Key Performance Areas: Manage case-flow management; Manage the financial resources of the Cluster; Manage office facilities, risk and security; Manage Supply Chain and Assets services; Provide effective people management.
<u>ENQUIRIES APPLICATIONS</u>	:	Ms Y Mgcodo Tel No: (043) 702 7000 / 7127
	:	Quoting the relevant reference number, direct your application to: The Provincial Office, Private Bag X9065, East London, 5200
<u>POST 03/08</u>	:	<u>PARLIAMENTARY AND CABINET SUPPORT; REF NO: 24/75/MIN</u> (This is a re-advertisement; applicants who previously applied need not re-apply)
<u>SALARY</u>	:	R849 702 – R1 000 908 per annum. (All-inclusive remuneration package) The successful candidate will be required to sign a performance agreement.
<u>CENTRE</u>	:	National Office: Pretoria

<u>REQUIREMENTS</u>	:	A Bachelor's Degree/National Diploma (NQF level 6) in Public Administration, Social Science, Political Science or Economic Sciences; A minimum of 3 years' experience in Parliamentary and Cabinet environment at management (Assistant Director) level; Knowledge and understanding of the legislative framework governing the Public Service, Financial Management and regulatory framework/guidelines, prescript; Knowledge of Ministry operations, Secretariat Processes, Government policies, Cabinet and Parliament proceedings, Interpretation of statutes; functional areas covered by the Minister's portfolio; Knowledge and understanding of the Constitution, political and parliamentary processes in South Africa. Skills and Competencies: Applied strategic thinking; Applied technology; Budgeting and financial management; Communication and information management; Continuous improvement; Diversity management; Impact and influence; Managing interpersonal conflict and resolving problems; Decision making; Planning and organising skills; Project management.
<u>DUTIES</u>	:	Key Performance Areas: Monitor events in Parliament to identify matters that have a bearing on the portfolio of the Minister; Monitor events in Cabinet to identify matters that have a bearing on the portfolio of the Minister; Render an efficient and effective parliamentary service; Co-ordinate and control movements between the Pretoria and Cape Town Offices for Parliamentary sessions; Study the relevant Public Service and departmental prescripts/policies and other documents to ensure that the application thereof is understood properly; Manage human, finance and other resources.
<u>ENQUIRIES</u>	:	Mr. S Maeko Tel No: (012) 315 1996
<u>APPLICATIONS</u>	:	Quoting the relevant reference number, direct your application to: Postal address: The Human Resources: Department of Justice and Constitutional Development, Private Bag X81, Pretoria, 0001. OR Physical address: Application Box, First Floor Reception, East Tower, Momentum Building, 329 Pretorius Street, Pretoria
<u>NOTE</u>	:	People with disabilities are encouraged to apply.
<u>POST 03/09</u>	:	<u>ADMINISTRATIVE SUPPORT & CO-ORDINATION OFFICER: REF NO: 24/69/MIN:</u> (This is a re-advertisement; applicants who previously applied need not re-apply)
<u>SALARY</u>	:	R849 702 – R1 000 908 per annum (All-inclusive remuneration package). The successful candidate will be required to sign a performance agreement.
<u>CENTRE</u>	:	National Office, Pretoria
<u>REQUIREMENTS</u>	:	An appropriate Degree or equivalent qualification in Public Administration/Public Management at (NQF level 6); A minimum of 3 years' experience at management (Assistant Director) level; Knowledge and understanding of the functional areas covered by the executive authority's portfolio, political and parliamentary processes in South Africa; Knowledge of frameworks on cabinet and related matters; Knowledge and understanding of the legislative framework governing the Public Service, Financial Management and regulatory framework/guidelines, prescripts, the Constitution and interpretation of statutes. Skills and Competencies: Applied strategic thinking; Applied technology; Budgeting and financial management; Communication and information management; Continuous improvement; Diversity management; Impact and influence; Managing interpersonal conflict and resolving problems; Planning and organizing; Decision making; Project management; Team leadership.
<u>DUTIES</u>	:	Key Performance Areas: Manage the administrative and coordination activities within the office of the executive authority; Liaise with internal and external role-players with regard to matters relating to the portfolio of the executive authority; Render a Cabinet/executive council support service to the executive authority; Manage human, finance and other resources.
<u>ENQUIRIES</u>	:	Mr R Chauke Tel No: (012) 315 1329
<u>APPLICATIONS</u>	:	Quoting the relevant reference number, direct your application to: Postal address: The Human Resources: Department of Justice and Constitutional Development, Private Bag X81, Pretoria, 0001. OR Physical address: Application Box, First Floor Reception, East Tower, Momentum Building, 329 Pretorius Street, Pretoria

<u>POST 03/10</u>	:	<u>ASSISTANT DIRECTOR: SERVICE CONDITIONS: REF NO: 25/01/FS</u>
<u>SALARY</u>	:	R444 036 – R532 602 per annum. The successful candidates will be required to sign a performance agreement.
<u>CENTRE</u>	:	Provincial Office, Bloemfontein
<u>REQUIREMENTS</u>	:	An undergraduate qualification (NQF level 6) as recognized by SAQA in Human Resource Management / Industrial and Organisational Psychology. A minimum of 3 years' experience in human resource administration with an emphasis on Conditions of Service at a supervisory level. Knowledge of Human Resource Administration legislative frameworks, methodologies and strategies in the Public Service; Knowledge and understanding of the Public Service statutory frameworks: Financial Management and regulatory framework/guidelines, the Public Service Act, Public Service Regulations, Treasury Regulations, Departmental Financial Instructions, Public Finance Management Act, Government initiatives and decisions, etc. Skills and competences: Computer literacy (MS Word, PowerPoint, Outlook, Excel, etc.). Applied strategic thinking; Budgeting and Financial Management; Good Communication skills (written and verbal); Diversity management; Managing interpersonal conflict and resolving problems; Planning and organizing; Decision making; Project management.
<u>DUTIES</u>	:	Key Performance Areas: Co-ordinate the implementation of employment and general service conditions; Co-ordinate the implementation of policies and frameworks for Conditions of Service; Co-ordinate the implementation of service benefits; Manage human, finance and other resources.
<u>ENQUIRIES</u>	:	Ms. N Dywili Tel No: (051) 4071800/073 775 0709
<u>APPLICATIONS</u>	:	Please direct your applications to: The Director: HR, Private Bag X20578, BLOEMFONTEIN, 9300 or hand deliver to Physical Address: 108 St Andrew Street, BLOEMFONTEIN, 9300.
<u>POST 03/11</u>	:	<u>PRINCIPAL COURT INTERPRETER (3 POSTS)</u>
<u>SALARY</u>	:	R376 413 – R443 403 per annum. The successful candidate will be required to sign a performance agreement.
<u>CENTRE</u>	:	Magistrate, Port Elizabeth, Ref No: 15/25EC Magistrate, East London; Ref No: 16/25EC Magistrate Office: Vredendal; Ref:04/2025/WC
<u>REQUIREMENTS</u>	:	NQF Level 4/ Grade 12; National Diploma in Legal Interpreting at NQF level 5 or any other relevant tertiary qualification at NQF level 5; 5 years of practical experience as a Court Interpreter with a minimum two years supervisory experience; Proficiency in English and two or more indigenous languages; East London: (preference will be given to languages used in area and sign language); A valid driver's license; (Applicants will be subjected to a language test). Skills and Competencies: Communications skills; Listening skills; Interpersonal skills; Time management; Computer literacy, Analytical thinking; Problem Solving; Planning and Organizing; Confidentiality.
<u>DUTIES</u>	:	Key Performance Areas: Interpret in Court of Law (Civil, Criminal matters and Small Claim Court; Render interpreting services; Translate legal documents and exhibits; Develop terminology; Assist with the reconstruction of court records; Attend to personnel administrative aspects; Procure foreign language interpreters and casuels in line with PFMA; Provide effective people management.
<u>ENQUIRIES</u>	:	Eastern Cape: Mrs. L de Kock Tel No: (043) 702 7000 / 7130 Western Cape: Mr A Knowles Tel No: (021) 462 5471
<u>APPLICATIONS</u>	:	Eastern Cape: Quoting the relevant reference number, direct your application to: The Provincial Office, Private Bag X9065, East London, 5200 Western Cape: Please direct your applications to: Provincial Office: Private Bag X 9171, Cape Town, 8000 OR physical address: 8 Riebeeck Street, 5th Floor Norton Rose House, Cape Town For Attention: Ms P Paraffin
<u>NOTE</u>	:	Separate application must be made per centre and quoting the relevant reference number.
<u>POST 03/12</u>	:	<u>COURT INTERMEDIARY, REF NO: 17/25EC</u>
<u>SALARY</u>	:	R376 413 - R443 403 per annum. The successful candidate will be required to sign a performance agreement.
<u>CENTRE</u>	:	Magistrate, Peddie

<u>REQUIREMENTS</u>	:	A three year Bachelor Degree/ National Diploma academic qualification in one of the following fields; Teaching, Social Work/ Family Counselling, Child Care and youth development, Paediatrics, Psychiatry, Clinical counselling, Educational Psychologist; Applicants must be duly registered with the relevant professional/ scientific organization/body in their field of specialization; Minimum of three years working experience in the applicable field; Experience in working with different types of disabilities, exposure to court procedure, court etiquette, legal terms and terminology and functions of courts will be added advantages; Knowledge of the relevant legal and regulatory framework (Constitution of RSA, 1996; Criminal Procedure Act, 1977 (Act No 51 of 1977), particularly sections 153, 158 and 170A of the Act; Criminal Law (Sexual Offences and Related Matters) Amendment Act, 2007 (Act No 32 of 2007); Children's Act, 2005 (Act No 38 of 2005); Domestic Violence Act (Act No 116 of 1998). A valid driver's license. Proficiency in the following languages: English and Afrikaans. Language proficiency testing will be conducted during the interview. Skills and Competencies: Communication and empathetic listening skills (with children, persons with mental disabilities and other traumatized witnesses), Trauma and basic counselling skills; Interpersonal skills; Customer focus and responsiveness; Administrative skills; Computer literacy (Ms Word, PowerPoint, Outlook, Excel); Problem solving and decision-making skills.
<u>DUTIES</u>	:	Key Performance Areas: Provide intermediary services to children, persons with mental disabilities and other traumatised witnesses; Provide specialized child language and disability services; Maintain intermediary room by ensuring that the equipment of the private testifying room is always in good order; Provide support services to witnesses and make appropriate referrals, where necessary; Render administration support services in court; Assist children to testify with the aid of anatomically-detailed dolls.
<u>ENQUIRIES</u>	:	Ms C Williams Tel No: (043) 702 7000 / 7131
<u>APPLICATIONS</u>	:	Quoting the relevant reference number, direct your application to: The Provincial Office, Private Bag X9065, East London, 5200
<u>POST 03/13</u>	:	<u>ADMINISTRATION OFFICER (3 POSTS)</u>
<u>SALARY</u>	:	R376 413 - R443 403 per annum. The successful candidate will be required to sign a performance agreement.
<u>CENTRE</u>	:	Magistrate: Queenstown, Ref No: 18/25EC Magistrate: Mount Fletcher, Ref No: 19/25EC Magistrate: Cofimvaba, Ref No: 20/25EC
<u>REQUIREMENTS</u>	:	Three-year National Diploma/Bachelor's degree in Public Administration/ Management or equivalent; Three years administration experience; knowledge of Human Resources Management; Supply Chain Management and Risk Management; Knowledge of Financial Management (Vote and Trust Account); Departmental Financial Instructions (DFI), BAS and Justice Yellow Pages (JYP); Budget control, Asset, Facility Management and PFMA. Skills and Competencies: Computer literacy (Microsoft packages); Organising and problem-solving skills; Sound Leadership and management skills; Good interpersonal relations; People Management.
<u>DUTIES</u>	:	Key Performance Areas: Co – ordinate and manage the financial and human resource of the office; Co-ordinate and manage risk and security in the court; Manage the strategic and business planning processes; Manage the Criminal and Civil Court Administration Sections, section related to Family Courts, Supply Chain Management of the office; Manage Third Party Funds and Vote Accounts for the office; Co-ordinate, manage and administer support services to Case Flow Management and other court users to ensure delivery of services.
<u>ENQUIRIES</u>	:	Mr W Ndamase Tel No: (043) 702 7000 / 7059 or Mr L Mthantlala Tel No: (043) 702 7000 / 7133 OR Mr W Ndamase Tel No: (043) 702 7000 / 7059
<u>APPLICATIONS</u>	:	Quoting the relevant reference number, direct your application to: The Provincial Office, Private Bag X9065, East London, 5200
<u>NOTE</u>	:	Separate application must be made quoting the relevant reference number.
<u>POST 03/14</u>	:	<u>SENIOR COURT INTERPRETER (14 POSTS)</u>
<u>SALARY</u>	:	R308 154 – R362 994 per annum. The successful candidate will be required to sign a performance agreement.
<u>CENTRE</u>	:	Magistrate: Mthatha, Ref No: 1/25EC (2 Posts) Magistrate: Bizana, Ref No: 2/25EC

	Magistrate: Flagstaff, Ref No: 4/25EC
	Magistrate: Whittlesea, Ref No: 5/25EC
	Magistrate: Alice, Ref No: 6/25EC
	Magistrate: Elliot, Ref No: 7/25EC
	Magistrate: Uitenhage, Ref No: 8/25EC (2 Posts)
	Magistrate: East London, Ref No: 9/25EC (2 Posts)
	Magistrate: Cradock, Ref No: 10/25EC
	Magistrate: Aliwal North, Ref No: 11/25EC
	Magistrate: Graaff-Reinet, Ref No: 12/25EC
<u>REQUIREMENTS</u>	: Grade 12 or equivalent qualification with ten years' practical experience in court interpreting or National Diploma: Legal interpreting at NQF 5 or any other relevant tertiary qualification at NQF 5 and minimum of three years practical experience in court interpreting. A valid driver's license. Language Proficiency in English and in two or more indigenous languages (preference will be given to languages used in area and sign language); (Applicants will be subjected to a language test) Skills and Competencies: Good communication (written and verbal); Ability to maintain interpersonal relations; Accuracy and attention to detail.
<u>DUTIES</u>	: Interpret in Criminal Court, Civil Court, Labour Court and Quasi Proceedings; Interpret during consultation; Translate legal documents and exhibits; Record cases in criminal record book; Draw case records on request of Magistrate/ Prosecutors; Make arrangements for foreign language interpreters in consultation with prosecutor; Perform specific line and administrative support functions; Assist with capturing on ICMS; Supervise Court Interpreters.
<u>ENQUIRIES</u>	: Ms Msimang Tel No: (043) 702 7000 / 7136 or Mr P Hattingh Tel No: (043) 702 7000 / 7128 or Mr S Nofemela ☐ (043) 702 7000 / 7003 or Mr A Jilana Tel No: (043) 702 7000 / 7010
<u>APPLICATIONS</u>	: Quoting the relevant reference number, direct your application to: The Provincial Office, Private Bag X9065, East London, 5200
<u>NOTE</u>	: Separate application must be made quoting the relevant reference number.
<u>POST 03/15</u>	: <u>CHIEF ADMINISTRATION CLERK, REF NO: 21/25EC</u>
<u>SALARY</u>	: R308 154 – R362 994 per annum. The successful candidate will be required to sign a performance agreement.
<u>CENTRE</u>	: Magistrate, Queenstown
<u>REQUIREMENTS</u>	: Grade 12 or equivalent qualification; 3 years' relevant experience in Court environment; Skills and competencies: Computer literacy (MS Office); Good communication skills (verbal and written); Good interpersonal relations; Attention to detail.
<u>DUTIES</u>	: Key Performance Areas: Render general clerical support services; Provide supply chain clerical support services within the component; Provide financial administration support services in the component; Provide personnel administration clerical support services within the component; provide effective people management.
<u>ENQUIRIES</u>	: Mr W Ndamase Tel No: (043) 702 7000 / 7059
<u>APPLICATIONS</u>	: Quoting the relevant reference number, direct your application to: The Provincial Office, Private Bag X9065, East London, 5200
<u>POST 03/16</u>	: <u>MAINTENANCE INVESTIGATOR, REF NO: 23/25EC</u>
<u>SALARY</u>	: R308 154 – R362 994 per annum. The successful candidate will be required to sign a performance agreement.
<u>CENTRE</u>	: Magistrate, Mthatha (Will also be responsible to work at other offices in the district as required)
<u>REQUIREMENTS</u>	: Grade 12 Certificate or equivalent qualification; Relevant Administrative experience in Family Law Matters; Knowledge of the Maintenance Act (Act of 99 of 1989); A valid driver's license. Skills and Competencies: Computer literacy (MS Office); Numeracy skills (Verbal and written); Ability to work with the public in a professional and empathetic manner; Explain terminology and process in simple language; Facilitation skills; Good interpersonal relations; Excellent Time management; Ability to work under pressure.
<u>DUTIES</u>	: Key Performance Areas: Serve Maintenance Summons, Warrants and Garnishee Orders for the District in terms of the Maintenance Act; Locate whereabouts of Persons; Give Testimony in Court under oath; Render administrative support to the Office.
<u>ENQUIRIES</u>	: M Y Mgcodo Tel No: (043) 702 7000 / 7127

<u>APPLICATIONS</u>	:	Quoting the relevant reference number, direct your application to: The Provincial Office, Private Bag X9065, East London, 5200
<u>POST 03/17</u>	:	<u>ADMINISTRATION CLERK (DCRS): (2 POSTS)</u>
<u>SALARY</u>	:	R216 417 – R254 928 per annum. The successful candidate will be required to sign a performance agreement.
<u>CENTRE</u>	:	Magistrate: Steytlerville, Ref No: 24/25EC Magistrate: Bizana Ref No: 25/25EC
<u>REQUIREMENTS</u>	:	Grade 12. Skills and competencies: Computer literacy (MS Office); Good communication skills (verbal and written); Problem solving; Good interpersonal relations; Attention to detail.
<u>DUTIES</u>	:	Key Performance Areas: Perform clerical and court administrative services; Operating court recording machine; Maintaining registers; Keeping of daily statistics; Ensure that a proper filing system is maintained; Safe keeping of the court documents; Provide administrative support in general court and case flow management; Perform any other duties that may be allocated by the Court Manager.
<u>ENQUIRIES</u>	:	Ms C Williams Tel No: (043) 702 7000 / 7131 OR Mr L Mthantlala Tel No: (043) 702 7000 / 7003
<u>APPLICATIONS</u>	:	Quoting the relevant reference number, direct your application to: The Provincial Office, Private Bag X9065, East London, 5200
<u>POST 03/18</u>	:	<u>COURT INTERPRETER (13 POSTS)</u>
<u>SALARY</u>	:	R216 417 – R254 928 per annum. The successful candidate will be required to sign a performance agreement.
<u>CENTRE</u>	:	Magistrate: Graaff-Reinet, Ref No: 13/25EC Magistrate: Humansdorp, Ref No: 14/25EC Magistrate: East London, Ref No: 26/25EC Magistrate: Queenstown Ref No: 27/25EC Magistrate: Mdantsane, Ref No: 28/25EC Nerina House, Port Elizabeth, Ref No: 29/25EC Magistrate: Centane, Ref No: 30/25EC Magistrate: New Brighton, Ref No: 31/25EC Magistrate: Willowvale, Ref No: 32/25EC Magistrate: Butterworth, Ref No: 33/25EC Magistrate George (Stationed in Plettenberg bay) Ref No: 01/2025/WC) (2 Posts) Magistrate Simonstown; Ref No: 02/2025/WC
<u>REQUIREMENTS</u>	:	NQF level 4 / Grade 12 or equivalent qualification; Proficiency in English and two or more indigenous languages; Language requirement: Eastern Cape: Afrikaans and Xhosa as well as sign language and English; (Short listed candidates must pass a written language test to be interviewed); Three months Practical experience will be an added advantage; Driver's license will be an added. Skills and Competencies: Good communication (written and verbal); Ability to maintain interpersonal relations; Accuracy and attention to detail.
<u>DUTIES</u>	:	Key Performance Areas: Render interpreting services; Translate Legal documents and Exhibits; Coin Words; Assist with reconstruction of Courts Records; Perform Specific line and administrative support functions; Assist in Cluster.
<u>ENQUIRIES</u>	:	EASTERN CAPE: Mr. Hattingh Tel No: (043) 702 7000 / 7128 or Mr A Jilana Tel No: (043) 702 7000 / 7010 or Ms C Williams Tel No: (043) 702 7000 / 7131 or Mr. S Nofemela Tel No: (043) 702 7000 / 7003 or Ms C Williams Tel No: (043) 702 7000 / 7131 or Mr A Jilana Tel No: (043) 702 7000 / 7010 or Ms S Msimang Tel No: (043) Tel No: 702 7000 / 7136 or Mr A Jilana Tel No: (043) 702 7000 / 7010 or Ms S Msimang Tel No: (043) 702 7000 / 7136 or Ms S Msimang Tel No: (043) 702 7000 / 7136 WESTERN CAPE: Ms P Paraffin Tel No: (021) 462 5471
<u>APPLICATIONS</u>	:	EASTERN CAPE: Quoting the relevant reference number, direct your application to: The Provincial Office, Private Bag X9065, East London, 5200 Applications: Please direct your applications to: Provincial Office: Private Bag X 9171, CAPE TOWN, 8000 OR physical address: 8 Riebeeck Street, 5th Floor Norton Rose House, Cape Town For Attention: Cape Town: Ms P Paraffin
<u>NOTE</u>	:	Separate application must be made quoting the relevant reference number

NATIONAL TREASURY

The National Treasury is an equal opportunity employer and encourages applications from persons living with disabilities. It is the department's intention to promote representivity through filling these posts in line with the department's approved Employment Equity Plan. Our buildings are accessible to persons living with disabilities.



<u>APPLICATIONS</u>	:	To apply visit: https://erecruitment.treasury.gov.za/eRecruitment
<u>CLOSING DATE</u>	:	07 February 2025 at 12:00 am (Midnight)
<u>NOTE</u>	:	The National Treasury utilises an e-Recruitment system, effective from 7 April 2021, which means all applicants must login/register to apply for positions as we only accept applications hand delivered/post should an applicant prove that he/she tried to apply via e-Recruitment with no success. The applicant's profile on the e-Recruitment is equivalent to the newly approved Z83 and it is the responsibility of applicants to ensure their profiles are fully completed or their applications will not be considered, as per the DPSA Practice Note. Certain documentations will still be required to be uploaded on the system such as copies of all qualifications including National Senior Certificate/Matric certificate, ID, etc., however these documents need not be certified at point of application however certification will be required prior to attending the interview. Please note: All shortlisted candidates will be subjected to two assessments. The first assessment will be a technical exercise that intends to test relevant technical elements of the job, while the second assessment will be an integrity (ethical conduct) assessment, the logistics of which will be communicated by the Department. Successful completion of the Nyukela Public Service SMS Pre-entry Programme as endorsed by the National School of Government, available as an online course on https://www.thensg.gov.za/training-course/sms-pre-entry-programme/ , prior to finalisation of appointment. All qualifications, criminal and SA citizenship checks will be conducted on all short-listed candidates and, where applicable, additional checks will be conducted in line with the new DPSA Directive effective 01 April 2024. By submitting your application, it also means you consent to National Treasury processing your information for Human Resources Management purposes. It is the applicant's responsibility to have all their foreign qualifications (this includes O and A level certificates) evaluated by the South African Qualifications Authority (SAQA), not negotiable. The status of your application will be visible on the e-Recruitment system. However, if you have not received feedback from the National Treasury within 3 months of the closing date, please regard your application as unsuccessful. Note: The National Treasury reserves the right not to fill the below-mentioned posts, withdraw or to put on hold a position and/or to re-advertise a post. The National Treasury is compliant to the requirements of POPIA.

OTHER POST

<u>POST 03/19</u>	:	<u>ANALYST: COUNTRY RISK REF NO: S070/2024</u> Division: Asset and Liability Management (ALM) Purpose: To assist with the establish procedures for monitoring country's risks and design strategies that will identify and minimise risks.
<u>SALARY</u>	:	R552 081.per annum (Excluding Benefits)
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	A Grade 12 is required coupled with a minimum National Diploma (equivalent to NQF level 6) or a Bachelor's degree (equivalent to NQF level 7) in any of the following disciplines: Economics or Risk Management of Finance. A minimum 3 years' experience obtained in financial markets, pertaining to fixed income markets. Knowledge of economics research. Knowledge and exposure in macroeconomics, econometrics and quantitative methodologies.
<u>DUTIES</u>	:	Some key Outputs include: - Sovereign Risk and Credit Rating Review Process: Prepare notifications for facilitation and coordination of the credit review process. Arrange sessions for credit rating reviews. Compile post visit briefings for circulation. Monitor markets and developments on rating agencies forecast. Attend requests from credit rating agencies and respond promptly. Monitoring of the Sovereign Risk: Compile .forward-looking sovereign risk analysis and rating reports. Initiate research on potential areas of

improvements enhancing the country's credit ratings. Assist with the centralisation of a policy platform for analysis and dissemination of data in the global economy. Provide inputs to draft presentations, speaking and briefing notes and written communication for utilisation in stakeholder forums. Stakeholder Engagement: Assist with awareness sessions empowering stakeholders on role, relevance and importance of credit ratings. Assist with presentations to internal and external stakeholders. Assist with the lobbying of independent views regarding South Africa's credit status in alignment with government's strategy. Maintain good relationship with stakeholders, e.g., banks, credit ratings agencies, investors and legally qualified practitioners. Initiate processing of payments to credit rating agencies. Finance Borrowing Requirement in Domestic and Foreign Capital Markets: Assist with the financing process pertaining to borrowing requirements in the domestic and foreign capital markets. Assist with the compilation and publication of the annual debt report.

ENQUIRIES

: Only Enquiries (No applications): Recruitment.Enquiries@treasury.gov.za

DEPARTMENT OF WATER AND SANITATION

<u>CLOSING DATE</u>	:	07 February 2025, Time: 16h00
<u>NOTE</u>	:	Interested applicants must submit their applications for employment to the address specified on each post. Applications must be submitted using the newly implemented Z83 form obtainable on the Department of Water and Sanitation's website, under career opportunities or the DPSA website, under vacancies in the Public Service (point 4) and should be accompanied by a comprehensive CV. All required information on the Z83 application form must be provided. 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. 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 qualification/s (only when shortlisted). Applications that do not comply with the above-mentioned requirements will not be considered.

INTERNSHIP PROGRAMME: TWENTY-FOUR (24) MONTHS

The Department of Water and Sanitation invites unemployed South African graduates who are between the ages of 18-35 to apply for the 2025/26 Internship Programme. Graduates must be in possession of a National Diploma or Degree from South African recognised University. Candidates that have successfully completed all theoretical studies and are in need of experiential training portion of their studies in order to obtain their qualification are invited to apply. The Department is an equal opportunity employer. Applicants must not have participated in an internship programme previously (subject to verification). It is our intention to promote representativity (race, gender, and disability). In terms of the Department's Employment Equity Plan, greater percentage of interns with disability will be taken onto the programme, who are therefore encouraged to apply.

OTHER POSTS

<u>POST 03/20</u>	:	<u>INTERNSHIP PROGRAMME: LEGAL SERVICES REF NO: 070225/01 (X6 POSTS)</u> Branch: Corporate Support Services: Cd: Legal Services
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Head Office Pretoria
<u>REQUIREMENTS</u>	:	Study Field: A four year LLB Degree
<u>ENQUIRIES</u>	:	Adv B Naidoo, Tel No: 012 336 7219 Mr H Jhupsee, Tel No: 012 336 6597
<u>APPLICATIONS</u>	:	Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit
<u>NOTE</u>	:	One post is earmarked for a person with a disability
<u>POST 03/21</u>	:	<u>INTERNSHIP PROGRAMME: INFORMATION TECHNOLOGY REF NO: 070225/02 (X4 POSTS)</u> Branch: Corporate Support Services Cd: Gov Information Technology
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Head Office Pretoria
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in IT with interests in Software Development / Cyber Security / Networking / Desktop or Server Support.
<u>ENQUIRIES</u>	:	Ms A Kitchen, Tel No 012 336 8157
<u>APPLICATIONS</u>	:	Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit

<u>POST 03/22</u>	:	<u>INTERNSHIP PROGRAMME: INFORMATION TECHNOLOGY REF NO: 070225/03</u> Branch: Regulation Compliance and Enforcement
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Head Office Pretoria
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in IT.
<u>ENQUIRIES</u>	:	Mr K Mabela Tel No. 012 336 7121
<u>APPLICATIONS</u>	:	Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit
<u>POST 03/23</u>	:	<u>INTERNSHIP PROGRAMME: COMMUNICATIONS REF NO: 070225/06 (X2 POSTS)</u> Branch: Corporate Support Services: Cd: Communication Services
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Head Office Pretoria
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Multimedia and audio-visual studies (priority), Journalism or Public Relations
<u>ENQUIRIES</u>	:	Ms Wisane Mavasa, Tel No. 012 336 8264
<u>APPLICATIONS</u>	:	Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit
<u>NOTE</u>	:	One post is earmarked for a person with a disability
<u>POST 03/24</u>	:	<u>INTERNSHIP PROGRAMME: COMMUNICATIONS REF NO: 070225/07</u> Branch: Corporate Support Services: Cd: Communication Services
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Head Office Pretoria
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Graphic Design / Journalism.
<u>ENQUIRIES</u>	:	Mr Bongani Mlangeni Tel: 012 336 7957
<u>APPLICATIONS</u>	:	Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit
<u>POST 03/25</u>	:	<u>INTERNSHIP PROGRAMME: COMMUNICATIONS REF NO: 070225/08</u> Branch: Corporate Support Services: Cd: Communication Services
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Head Office Pretoria
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Public Relations or Communication Science.
<u>ENQUIRIES</u>	:	Mr Malentswe Tshabalala Tel: 012 336 6813
<u>APPLICATIONS</u>	:	Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit
<u>POST 03/26</u>	:	<u>INTERNSHIP PROGRAMME: SECURITY MANAGEMENT REF NO: 070225/09 (X2 POSTS)</u> Branch: Corporate Support Services: Cd: Security Management
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Head Office Pretoria
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Security Management.
<u>ENQUIRIES</u>	:	Mr Mandu Buys 012 336 8321
<u>APPLICATIONS</u>	:	Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: 2Recruit03HO@dws.gov.za or hand

deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit

POST 03/27 : **INTERNSHIP PROGRAMME: VETTING AND SCREENING REF NO: 070225/10 (X2 POSTS)**
Branch: Corporate Support Services: Cd: Security Management

STIPEND : R89 408 per annum
CENTRE : Head Office Pretoria
REQUIREMENTS : Study Field: National Diploma or Degree in Social Science / Policing.
ENQUIRIES : Mr Mandu Buys 012 336 8321
APPLICATIONS : Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: 2Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit

POST 03/28 : **INTERNSHIP PROGRAMME: ADMINISTRATION REF NO: 070225/11**
Branch: Corporate Support Services: Cd: Security Management

STIPEND : R89 408 per annum
CENTRE : Head Office Pretoria
REQUIREMENTS : Study Field: National Diploma or Degree in Administration.
ENQUIRIES : Mr Mandu Buys 012 336 8321
APPLICATIONS : Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: 2Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit

NOTE : This post is earmarked for a person with a disability

POST 03/29 : **INTERNSHIP PROGRAMME: ADMINISTRATION REF NO: 070225/12 (X2 POSTS)**
Branch: Provincial & Entity Governance & Int. Cooperation

STIPEND : R89 408 per annum
CENTRE : Head Office Pretoria
Branch: Provincial & Entity Governance & Int. Cooperation (X1 Post)
Branch: Regulation Compliance and Enforcement (X1 Post)
REQUIREMENTS : Study Field: National Diploma or Degree in Administration.
ENQUIRIES : Ms M Maponya Tel No. 012 336 7046
APPLICATIONS : Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: 2Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit

POST 03/30 : **INTERNSHIP PROGRAMME: PUBLIC ADMINISTRATION MONITORING & EVALUATION) REF NO: 070225/13**
Branch: Water Resource Management Policy Strategy and Evaluation

STIPEND : R89 408 per annum
CENTRE : Head Office Pretoria
REQUIREMENTS : Study Field: National Diploma or Degree in Public Administration. / Social Science / Development studies.
ENQUIRIES : Ms F Motsitja No. 012 336 7373
APPLICATIONS : Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: 2Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit

POST 03/31 : **INTERNSHIP PROGRAMME: HUMAN RESOURCE MANAGEMENT REF NO: 070225/14**
Branch: Corporate Support Services: Dir: Resources Quality Information Services

<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Pretoria (Roodeplaat)
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Human Resource Management.
<u>ENQUIRIES</u>	:	Ms T Masilela, Tel No. 012 808 9619
<u>APPLICATIONS</u>	:	Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: 3Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit
<u>POST 03/32</u>	:	<u>INTERNSHIP PROGRAMME: RECRUITMENT AND SELECTION REF NO: 070225/15 (X5 POSTS)</u> Branch: Corporate Support Services: Cd: Human Resource Management
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Head Office Pretoria
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Human Resource Management / Public Administration / Industrial Psychology.
<u>ENQUIRIES</u>	:	Ms L Mabilele, Tel No: 012 336 8775
<u>APPLICATIONS</u>	:	Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: 3Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit
<u>NOTE</u>	:	One post is earmarked for a person with a disability
<u>POST 03/33</u>	:	<u>INTERNSHIP PROGRAMME: LABOUR RELATIONS REF NO: 070225/16 (X2 POSTS)</u> Branch: Corporate Support Services: Cd: Human Resource Management
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Head Office Pretoria
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Labour Relations / Labour Law / Bcom Industrial Psychology / Labour Relations Management.
<u>ENQUIRIES</u>	:	Ms J Songo, Tel No: 012 336 6593
<u>APPLICATIONS</u>	:	Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: 3Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit
<u>POST 03/34</u>	:	<u>INTERNSHIP PROGRAMME: ORGANISATIONAL DEVELOPMENT REF NO: 070225/17 (X5 POSTS)</u> Branch: Corporate Support Services Dir: Corporate Planning and Organization Performance
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Head Office Pretoria
	:	Business Process Management (X1 Post)
	:	Change Management (X2 Posts)
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Management Services / Organisational Psychology / Operations Management/ Production Management/ Industrial and Organisational Psychology.
<u>ENQUIRIES</u>	:	Mr Wessel Marais, Tel No: 012 336 8022
<u>APPLICATIONS</u>	:	Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: 3Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit
<u>POST 03/35</u>	:	<u>INTERNSHIP PROGRAMME: FINANCIAL MANAGEMENT REF NO: 070225/18 (X14 POSTS)</u>
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Head Office Pretoria
	:	Branch: Finance

		MAIN (X7 Posts) WTE (X7 Posts)
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Financial Management / Public Finance / Accounting / Cost and Management Accounting.
<u>ENQUIRIES</u>	:	Franco Mathibela, Tel No: 012 336 7241
<u>APPLICATIONS</u>	:	Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: 4Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit
<u>NOTE</u>	:	two posts will be earmarked for a person with a disability.
<u>POST 03/36</u>	:	<u>INTERNSHIP PROGRAMME: RESEARCH AGENDA AND LIBRARY SERVICES REF NO: 070225/19 (X2 POSTS)</u> Branch: Corporate Support Services Dir: Knowledge Management
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Head Office Pretoria
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Library / Information Management / Information Science.
<u>ENQUIRIES</u>	:	Ms M Mokhele, Tel No: 012 336 8284 / 6950
<u>APPLICATIONS</u>	:	Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: 5Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit
<u>POST 03/37</u>	:	<u>INTERNSHIP PROGRAMME: KNOWLEDGE CONTENT AND INFORMATION REF NO: 070225/20</u> Branch: Corporate Support Services Dir: Knowledge Management
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Head Office Pretoria
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Public Relations / Knowledge Management.
<u>ENQUIRIES</u>	:	Ms M Mokhele, Tel No: 012 336 8284 / 6950
<u>APPLICATIONS</u>	:	Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: 5Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit
<u>POST 03/38</u>	:	<u>INTERNSHIP PROGRAMME: KNOWLEDGE MANAGEMENT SYSTEMS AND ARCHIVING REF NO: 070225/21</u> Branch: Corporate Support Services Dir: Knowledge Management
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Head Office Pretoria
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Information System / Information Technology.
<u>ENQUIRIES</u>	:	Ms M Mokhele, Tel No: 012 336 8284/ 6950
<u>APPLICATIONS</u>	:	Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: 5Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit
<u>POST 03/39</u>	:	<u>INTERNSHIP PROGRAMME: INTERNAL AUDIT REF NO: 070225/22 (X3 POSTS)</u> Branch: Director – General Cd: Internal Audit Dir: Forensic Investigations and Quality Assurance)
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Head Office Pretoria
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Auditing / Forensic Auditing / Investigation Law.
<u>ENQUIRIES</u>	:	Mr J Ndhlovu, Tel No: 012 336 8457

<u>APPLICATIONS</u>	:	Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: 5Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit
<u>POST 03/40</u>	:	<u>INTERNSHIP PROGRAMME: INTERNAL AUDIT REF NO: 070225/23 (X5 POSTS)</u> Branch: Director – General Cd: Internal Audit
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Head Office Pretoria
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Internal Audit / Bcom Auditing stream.
<u>ENQUIRIES</u>	:	Ms R Mabuza, Tel No: 012 336 6702
<u>APPLICATIONS</u>	:	Pretoria (Head Office): Please email your application quoting the relevant reference number on the subject line to: 5Recruit03HO@dws.gov.za or hand deliver to: Delta Continental Building, Corner of Visagie and Bosman Street, Pretoria, 0001 or post to: Private Bag X350, Pretoria, 0001. For Attention: Recruitment and Selection Unit
<u>POST 03/41</u>	:	<u>INTERNSHIP PROGRAMME FINANCIAL MANAGEMENT: REF NO: 070225/24 (X2 POSTS)</u> Branch: Provincial Operation Free State
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Bloemfontein
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Finance Management / Accounting.
<u>ENQUIRIES</u>	:	Ms N Ntombela, Tel No: 012 336 7646
<u>APPLICATIONS</u>	:	Free state (Bloemfontein): Please email your application quoting the relevant reference number on the subject line to: Recruit03FS@dws.gov.za or hand deliver to: the Department of Water and Sanitation, Corner Charlotte Maxeke and East Burger Streets, Bloem-Plaza Building, Second floor or post to: Private Bag 528, Bloemfontein, 9301. For Attention: Ms B Seeco
<u>NOTE</u>	:	One post will be earmarked for a person with a disability.
<u>POST 03/42</u>	:	<u>INTERNSHIP PROGRAMME: AUDITING / RISK MANAGEMENT REF NO: 070225/25</u> Branch: Provincial Operation Free State
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Bloemfontein
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Auditing / Risk Management.
<u>APPLICATIONS</u>	:	Free state (Bloemfontein): Please email your application quoting the relevant reference number on the subject line to: Recruit03FS@dws.gov.za or hand deliver to: the Department of Water and Sanitation, Corner Charlotte Maxeke and East Burger Streets, Bloem-Plaza Building, Second floor or post to: Private Bag 528, Bloemfontein, 9301. For Attention: Ms B Seeco
<u>ENQUIRIES</u>	:	Ms M Letloenyane, Tel No: 051 405 9000
<u>POST 03/43</u>	:	<u>INTERNSHIP PROGRAMME: SOCIAL SCIENCE AND DEVELOPMENT STUDIES REF NO: 070225/26 (X2 POSTS)</u> Branch: Provincial Operation Free State
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Bloemfontein
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Social Science / Development Studies/ Community Development.
<u>ENQUIRIES</u>	:	Mr A Mamabolo, Tel No: 051 405 9000
<u>APPLICATIONS</u>	:	Free state (Bloemfontein): Please email your application quoting the relevant reference number on the subject line to: Recruit03FS@dws.gov.za or hand deliver to: the Department of Water and Sanitation, Corner Charlotte Maxeke and East Burger Streets, Bloem-Plaza Building, Second floor or post to: Private Bag 528, Bloemfontein, 9301. For Attention: Ms B Seeco
<u>NOTE</u>	:	One post will be earmarked for a person with a disability.

<u>POST 03/44</u>	:	<u>INTERNSHIP PROGRAMME: COMMUNICATION AND MEDIA STUDIES</u> <u>REF NO: 070225/27</u> Branch: Provincial Operation Free State
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Bloemfontein
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Communication Science / Media Studies.
<u>ENQUIRIES</u>	:	Mr L Crisp, Tel No: 051 405 9000
<u>APPLICATIONS</u>	:	Free state (Bloemfontein): Please email your application quoting the relevant reference number on the subject line to: Recruit03FS@dws.gov.za or hand deliver to: the Department of Water and Sanitation, Corner Charlotte Maxeke and East Burger Streets, Bloem-Plaza Building, Second floor or post to: Private Bag 528, Bloemfontein, 9301. For Attention: Ms B Seeco
<u>POST 03/45</u>	:	<u>INTERNSHIP PROGRAMME: GENDER STUDIES REF NO: 070225/28</u> Branch: Provincial Operation Free State
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Bloemfontein
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Social Science.
<u>ENQUIRIES</u>	:	Mr M.A Mamabolo, Tel No: 051 405 9000
<u>APPLICATIONS</u>	:	Free state (Bloemfontein): Please email your application quoting the relevant reference number on the subject line to: Recruit03FS@dws.gov.za or hand deliver to: the Department of Water and Sanitation, Corner Charlotte Maxeke and East Burger Streets, Bloem-Plaza Building, Second floor or post to: Private Bag 528, Bloemfontein, 9301. For Attention: Ms B Seeco
<u>POST 03/46</u>	:	<u>INTERNSHIP PROGRAMME: SUPPLY CHAIN MANAGEMENT REF NO: 46070225/29</u> Branch: Provincial Operation Free State
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Bloemfontein
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Supply Chain Management.
<u>ENQUIRIES</u>	:	Ms N Ntombela, Tel No: 012 336 7646
<u>APPLICATIONS</u>	:	Free state (Bloemfontein): Please email your application quoting the relevant reference number on the subject line to: Recruit03FS@dws.gov.za or hand deliver to: Department of Water and Sanitation, Corner Charlotte Maxeke and East Burger Streets, Bloem-Plaza Building, Second floor or post to: Private Bag 528, Bloemfontein, 9301. For Attention: Ms B Seeco
<u>POST 03/47</u>	:	<u>INTERNSHIP PROGRAMME: ADMINISTRATION REF NO: 070225/30</u> Branch: Provincial Operation Free State
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Bloemfontein
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Administration/Public Administration.
<u>ENQUIRIES</u>	:	Ms P Sobuwa, Tel No: 051 405 9000
<u>APPLICATIONS</u>	:	Free state (Bloemfontein): Please email your application quoting the relevant reference number on the subject line to: Recruit03FS@dws.gov.za or hand deliver to: the Department of Water and Sanitation, Corner Charlotte Maxeke and East Burger Streets, Bloem-Plaza Building, Second floor or post to: Private Bag 528, Bloemfontein, 9301. For Attention: Ms B Seeco
<u>POST 03/48</u>	:	<u>INTERNSHIP PROGRAMME: FINANCIAL MANAGEMENT REF NO: 070225/31</u> Branch: Provincial Operations Western Cape Dir: Support Services
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Bellville
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Financial Management/Accounting.
<u>ENQUIRIES</u>	:	Gavin Leak, Tel No: 021 941 6007
<u>APPLICATIONS</u>	:	Western Cape (Bellville): Please email your application quoting the relevant reference number on the subject line to: Recruit03WC@dws.gov.za or hand

deliver to: Sigma Building, 3 Blanckenberg Road, Bellville or post to: Private Bag X16, Sanlamhof, 7532. For Attention: Mr V Mzimba

POST 03/49 : **INTERNSHIP PROGRAMME: INFORMATION TECHNOLOGY REF NO: 070225/32**

Branch: Provincial Operations Western Cape Dir: Support Services

STIPEND : R89 408 per annum
CENTRE : Bellville
REQUIREMENTS : Study Field: National Diploma or Degree in Information Technology.
ENQUIRIES : Rodney Nxumalo, Tel No: 021 941 6009
APPLICATIONS : Western Cape (Belville): Please email your application quoting the relevant reference number on the subject line to: Recruit03WC@dws.gov.za or hand deliver to: Sigma Building, 3 Blanckenberg Road, Bellville or post to: Private Bag X16, Sanlamhof, 7532. For Attention: Mr V Mzimba

POST 03/50 : **INTERNSHIP PROGRAMME: COMMUNICATION REF NO: 070225/33**

Branch: Provincial Operations Western Cape Dir: Support Services

STIPEND : R89 408 per annum
CENTRE : Bellville
REQUIREMENTS : Study Field: National Diploma or Degree in Communication / Journalism / Public Relations.
ENQUIRIES : Malusi Rayi, Tel No: 021 941 6110
APPLICATIONS : Western Cape (Belville): Please email your application quoting the relevant reference number on the subject line to: Recruit03WC@dws.gov.za or hand deliver to: Sigma Building, 3 Blanckenberg Road, Bellville or post to: Private Bag X16, Sanlamhof, 7532. For Attention: Mr V Mzimba

POST 03/51 : **INTERNSHIP PROGRAMME: HUMAN RESOURCE MANAGEMENT REF NO: 070225/34**

Branch: Provincial Operations Western Cape Dir: Support Services

STIPEND : R89 408 per annum
CENTRE : Bellville
REQUIREMENTS : Study Field: National Diploma or Degree in Human Resource Management.
ENQUIRIES : Vuyani Mzimba, Tel No: 021 941 7159
APPLICATIONS : Western Cape (Belville): Please email your application quoting the relevant reference number on the subject line to: Recruit03WC@dws.gov.za or hand deliver to: Sigma Building, 3 Blanckenberg Road, Bellville or post to: Private Bag X16, Sanlamhof, 7532. For Attention: Mr V Mzimba

POST 03/52 : **INTERNSHIP PROGRAMME: AUXILIARY SERVICES REF NO: 070225/35**

Branch: Provincial Operations Western Cape Dir: Support Services

STIPEND : R89 408 per annum
CENTRE : Bellville
REQUIREMENTS : Study Field: National Diploma or Degree in Administration.
ENQUIRIES : Faith Swarts, Tel No: 021 941 6013
APPLICATIONS : Western Cape Western Cape (Belville): Please email your application quoting the relevant reference number on the subject line to: Recruit03WC@dws.gov.za or hand deliver to: Sigma Building, 3 Blanckenberg Road, Bellville or post to: Private Bag X16, Sanlamhof, 7532. For Attention: Mr V Mzimba

POST 03/53 : **INTERNSHIP PROGRAMME: FINANCIAL MANAGEMENT REF NO: 070225/36 (X5 POSTS)**

Branch: Provincial Operation: Limpopo

STIPEND : R89 408 per annum
CENTRE : Polokwane
REQUIREMENTS : Study Field: National Diploma or Degree in Financial Management.
ENQUIRIES : M Kgomo, Tel No: 015 290 1304
APPLICATIONS : Limpopo (Polokwane): Please email your application quoting the relevant reference number on the subject line to: LM@dws.gov.za or hand deliver to: Azmo Place Building 49 Joubert Street Conner Thabo Mbeki and Joubert

<u>NOTE</u>	:	Street, Azmo Place Building (Registry Office 4 th floor), or post to: Private Bag X9506, Polokwane, 0700. For Attention: Mr HH Khosa Tel No: 015 290 1222. One post will be earmarked for a person with a disability.
<u>POST 03/54</u>	:	<u>INTERNSHIP PROGRAMME: SUPPLY CHAIN MANAGEMENT REF NO: 070225/37</u> Branch: Provincial Operation: Limpopo
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Polokwane
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Supply Chain Management.
<u>ENQUIRIES</u>	:	Mr R Baloyi, Tel No: 015 290 1478
<u>APPLICATIONS</u>	:	Limpopo (Polokwane): Please email your application quoting the relevant reference number on the subject line to: LM@dws.gov.za or hand deliver to: Azmo Place Building 49 Joubert Street Conner Thabo Mbeki and Joubert Street, Azmo Place Building (Registry Office 4 th floor), or post to: Private Bag X9506, Polokwane, 0700. For Attention: Mr HH Khosa Tel No: 015 290 1222.
<u>POST 03/55</u>	:	<u>INTERNSHIP PROGRAMME: HUMAN RESOURCE MANAGEMENT REF NO: 070225/38 (X3 POSTS)</u> Branch: Provincial Operation: Limpopo
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Polokwane
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Human Resource Management / Human Resource Development / Labour Relations.
<u>ENQUIRIES</u>	:	Ms ML Mmatli, Tel No: 015 290 1223
<u>APPLICATIONS</u>	:	Limpopo (Polokwane): Please email your application quoting the relevant reference number on the subject line to: LM@dws.gov.za or hand deliver to: Azmo Place Building 49 Joubert Street Conner Thabo Mbeki and Joubert Street, Azmo Place Building (Registry Office 4 th floor), or post to: Private Bag X9506, Polokwane, 0700. For Attention: Mr HH Khosa Tel No: 015 290 1222.
<u>NOTE</u>	:	One post will be earmarked for a person with a disability.
<u>POST 03/56</u>	:	<u>INTERNSHIP PROGRAMME: INFORMATION AND COMMUNICATION TECHNOLOGIES REF NO: 070225/39 (X2 POSTS)</u> Branch: Provincial Operation: Limpopo
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Polokwane
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Information Technology.
<u>ENQUIRIES</u>	:	Mr S Shivambu, Tel No: 015 290 1211
<u>APPLICATIONS</u>	:	Limpopo (Polokwane): Please email your application quoting the relevant reference number on the subject line to: LM@dws.gov.za or hand deliver to: Azmo Place Building 49 Joubert Street Conner Thabo Mbeki and Joubert Street, Azmo Place Building (Registry Office 4 th floor), or post to: Private Bag X9506, Polokwane, 0700. For Attention: Mr HH Khosa Tel No: 015 290 1222.
<u>POST 03/57</u>	:	<u>INTERNSHIP PROGRAMME: COMMUNICATION / MEDIA STUDIES REF NO: 070225/40 (X2 POSTS)</u> Branch: Provincial Operation: Limpopo
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Polokwane
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Communication / Media Studies.
<u>ENQUIRIES</u>	:	Ms M Raletjena, Tel No: 015 290 1442
<u>APPLICATIONS</u>	:	Limpopo (Polokwane): Please email your application quoting the relevant reference number on the subject line to: LM@dws.gov.za or hand deliver to: Azmo Place Building 49 Joubert Street Conner Thabo Mbeki and Joubert Street, Azmo Place Building (Registry Office 4 th floor), or post to: Private Bag X9506, Polokwane, 0700. For Attention: Mr HH Khosa Tel No: 015 290 1222.
<u>POST 03/58</u>	:	<u>INTERNSHIP PROGRAMME: SECURITY MANAGEMENT REF NO: 070225/41 (X2 POSTS)</u> Branch: Provincial Operation: Limpopo
<u>STIPEND</u>	:	R89 408 per annum

<u>CENTRE</u>	:	Polokwane
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Security Studies.
<u>ENQUIRIES</u>	:	Mr J Maenetja, Tel No: 015 290 1431
<u>APPLICATIONS</u>	:	Limpopo (Polokwane): Please email your application quoting the relevant reference number on the subject line to: LM@dws.gov.za or hand deliver to: Azmo Place Building 49 Joubert Street Conner Thabo Mbeki and Joubert Street, Azmo Place Building (Registry Office 4 th floor), or post to: Private Bag X9506, Polokwane, 0700. For Attention: Mr HH Khosa Tel No: 015 290 1222.
<u>POST 03/58</u>	:	<u>INTERNSHIP PROGRAMME: OFFICE MANAGEMENT / PUBLIC ADMINISTRATION REF NO: 070225/42 (X2 POSTS)</u> Branch: Provincial Operation: Limpopo
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Polokwane
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Office Management / Public Administration.
<u>ENQUIRIES</u>	:	Ms E Lekganyane, Tel No: 015 290 1317
<u>APPLICATIONS</u>	:	Limpopo (Polokwane): Please email your application quoting the relevant reference number on the subject line to: LM@dws.gov.za or hand deliver to: Azmo Place Building 49 Joubert Street Conner Thabo Mbeki and Joubert Street, Azmo Place Building (Registry Office 4 th floor), or post to: Private Bag X9506, Polokwane, 0700. For Attention: Mr HH Khosa Tel No: 015 290 1222. Mr HH Khosa Tel No: 015 290 1222.
<u>POST 03/60</u>	:	<u>INTERNSHIP PROGRAMME: SUPPLY CHAIN MANAGEMENT REF NO: 070225/43 (X2 POSTS)</u> Branch: Provincial Operations Office: Northern Cape
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Kimberley
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Supply Chain Management.
<u>ENQUIRIES</u>	:	Ms S C Gysman, Tel No: 053 8308834
<u>APPLICATIONS</u>	:	Northern Cape (Kimberley) Please email your application quoting the relevant reference number on the subject line to: NCRrecruitment@dws.gov.za or hand deliver at 28 Central Road, Beaconsfield, Kimberley, 8301 or post to: Private Bag X6101, Kimberley, 8301. For Attention: Ms C Du Plessis
<u>POST 03/61</u>	:	<u>INTERNSHIP PROGRAMME: FINANCIAL MANAGEMENT REF NO: 070225/44 (X7 POSTS)</u> Branch: Provincial Operations Office: Northern Cape
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Kimberley
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Financial Management.
<u>ENQUIRIES</u>	:	Ms S C Gysman, Tel No: 053 8308834
<u>APPLICATIONS</u>	:	Northern Cape (Kimberley) Please email your application quoting the relevant reference number on the subject line to: NCRrecruitment@dws.gov.za or hand deliver at 28 central road, Beaconsfield, Kimberley, 8301 or post to: Private Bag x6101, Kimberley, 8301. For Attention: Ms C Du Plessis
<u>NOTE</u>	:	One post will be earmarked for a person with a disability.
<u>POST 03/62</u>	:	<u>INTERNSHIP PROGRAMME: INFORMATION TECHNOLOGY REF NO: 070225/45</u> Branch: Provincial Operations Office: Northern Cape
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Kimberley
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Information Technology.
<u>ENQUIRIES</u>	:	Ms S C Gysman, Tel No: 053 8308834
<u>APPLICATIONS</u>	:	Northern Cape (Kimberley) Please email your application quoting the relevant reference number on the subject line to: NCRrecruitment@dws.gov.za or hand deliver at 28 central road, Beaconsfield, Kimberley, 8301 or post to: Private Bag x6101, Kimberley, 8301. For Attention: Ms C Du Plessis
<u>POST 03/63</u>	:	<u>INTERNSHIP PROGRAMME: COMMUNICATION REF NO: 070225/46</u> Branch: Provincial Operations Office: Northern Cape

<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Kimberley
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Communication / Media Studies.
<u>ENQUIRIES</u>	:	Ms S C Gysman, Tel No: 053 8308834
<u>APPLICATIONS</u>	:	Northern Cape (Kimberley) Please email your application quoting the relevant reference number on the subject line to: NCRrecruitment@dws.gov.za or hand deliver at 28 central road, Beaconsfield, Kimberley, 8301 or post to: Private Bag x6101, Kimberley, 8301. For Attention: Ms C Du Plessis
<u>POST 03/64</u>	:	<u>INTERNSHIP PROGRAMME: MONITORING AND EVALUATION REF NO: 070225/47</u> Branch: Provincial Operations Office: Northern Cape
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Kimberley
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Monitoring and Evaluation.
<u>ENQUIRIES</u>	:	Ms S C Gysman, Tel No: 053 8308834
<u>APPLICATIONS</u>	:	Northern Cape (Kimberley) Please email your application quoting the relevant reference number on the subject line to: NCRrecruitment@dws.gov.za or hand deliver at 28 central road, Beaconsfield, Kimberley, 8301 or post to: Private Bag x6101, Kimberley, 8301. For Attention: Ms C Du Plessis
<u>POST 03/65</u>	:	<u>INTERNSHIP PROGRAMME: ADMINISTRATION REF NO: 070225/48</u> Branch: Provincial Operations Northern Cape
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Kimberly
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Administration.
<u>ENQUIRIES</u>	:	Ms S C Gysman, Tel No: 053 830 8834
<u>APPLICATIONS</u>	:	Northern Cape (Kimberley) Please email your application quoting the relevant reference number on the subject line to: NCRrecruitment@dws.gov.za or hand deliver at 28 central road, Beaconsfield, Kimberley, 8301 or post to: Private Bag x6101, Kimberley, 8301. For Attention: Ms C Du Plessis
<u>POST 03/66</u>	:	<u>INTERNSHIP PROGRAMME: FINANCIAL MANAGEMENT REF NO: 070225/49 (X5 POSTS)</u> Branch: Provincial Operations Kwazulu Natal Dir.: Support Services
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Durban
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Financial Management
<u>ENQUIRIES</u>	:	Ms S Mbongwa, mbongwas@dws.gov.za (For enquiries only)
<u>APPLICATIONS</u>	:	KwaZulu Natal (Durban): Please email your application quoting the relevant reference number on the subject line to: KZNRecruitment@dws.gov.za or hand deliver to: 88 Joe Slovo Street, Southern Life Building, 9th Floor, Durban, 4000 or post to Department of Water and Sanitation, Private Bag X54304, Durban, 4000. For Attention: The Manager (Human Resources).
<u>NOTE</u>	:	One post will be earmarked for a person with a disability.
<u>POST 03/67</u>	:	<u>INTERNSHIP PROGRAMME: INFORMATION AND COMMUNICATION TECHNOLOGIES REF NO: 070225/50</u> Branch: Provincial Operations Kwazulu Natal D: Support Services
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Durban
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Information and Communication Technologies
<u>ENQUIRIES</u>	:	Ms S Mbongwa, mbongwas@dws.gov.za (For enquiries only)
<u>APPLICATIONS</u>	:	KwaZulu Natal (Durban): Please email your application quoting the relevant reference number on the subject line to: KZNRecruitment@dws.gov.za or hand deliver to: 88 Joe Slovo Street, Southern Life Building, 9th Floor, Durban, 4000 or post to Department of Water and Sanitation, Private Bag X54304, Durban, 4000. For Attention: The Manager (Human Resources).

<u>POST 03/68</u>	:	<u>INTERNSHIP PROGRAMME: HUMAN RESOURCE MANAGEMENT REF NO. 070225/51 (X2 POSTS)</u> Branch: Provincial Operations Kwazulu Natal Dir.: Support Services
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Durban
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Human Resource Management/ Human Resource Development
<u>ENQUIRIES</u>	:	Ms S Mbongwa, mbongwas@dws.gov.za (For enquiries only)
<u>APPLICATIONS</u>	:	KwaZulu Natal (Durban): Please email your application quoting the relevant reference number on the subject line to: KZNRecruitment@dws.gov.za or hand deliver to: 88 Joe Slovo Street, Southern Life Building, 9th Floor, Durban, 4000 or post to Department of Water and Sanitation, Private Bag X54304, Durban, 4000. For Attention: The Manager (Human Resources).
<u>NOTE</u>	:	One post will be earmarked for a person with a disability.
<u>POST 03/69</u>	:	<u>INTERNSHIP PROGRAMME: SUPPLY CHAIN MANAGEMENT REF NO. 070225/52</u> Branch: Provincial Operations Kwazulu Natal Dir.: Support Services
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Durban
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Supply Chain Management.
<u>ENQUIRIES</u>	:	Ms S Mbongwa, mbongwas@dws.gov.za (For enquiries only)
<u>APPLICATIONS</u>	:	KwaZulu Natal (Durban): Please email your application quoting the relevant reference number on the subject line to: KZNRecruitment@dws.gov.za or hand deliver to: 88 Joe Slovo Street, Southern Life Building, 9th Floor, Durban, 4000 or post to Department of Water and Sanitation, Private Bag X54304, Durban, 4000. For Attention: The Manager (Human Resources).
<u>POST 03/70</u>	:	<u>INTERNSHIP PROGRAMME: LABOUR RELATIONS REF NO. 070225/53 (X2 POSTS)</u> Branch: Infrastructure Management Central Operations
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Labour Relations.
<u>ENQUIRIES</u>	:	Tel No: Makhubele C, Tel No: 012 741 7322
<u>APPLICATIONS</u>	:	Central Operations (Pretoria Office) Please email your application quoting the relevant reference number to LRP@dws.gov.za the Department of Water and Sanitation, Praetor Forum Building, Private Bag X273, Pretoria, 0001 or hand deliver at Department of Water and Sanitation, 267 Lilian Ngoyi Street, Pretoria, 0001, First Floor. For Attention: Mr KL Manganyi
<u>POST 03/71</u>	:	<u>INTERNSHIP PROGRAMME: SUPPLY CHAIN MANAGEMENT REF NO. 070225/54</u> Branch: Infrastructure Management Central Operations
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Pretoria
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in National Diploma or Degree in Supply Chain Management/Logistics/Public Management/Purchasing.
<u>ENQUIRIES</u>	:	Tel No: : Khumalo T, Tel No: 012 741 7361
<u>APPLICATIONS</u>	:	Central Operations (Pretoria Office) Please email your application quoting the relevant reference number to SCMP@dws.gov.za the Department of Water and Sanitation, Praetor Forum Building, Private Bag X273, Pretoria, 0001 or hand deliver at Department of Water and Sanitation, 267 Lilian Ngoyi Street, Pretoria, 0001, First Floor. For Attention: Mr KL Manganyi
<u>POST 03/72</u>	:	<u>INTERNSHIP PROGRAMME: SUPPLY CHAIN MANAGEMENT REF NO. 070225/55</u> Branch: Infrastructure Management Central Operations
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Vanderkloof Dam
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in : National Diploma or Degree in Supply Chain Management/Logistics/Public Management/Purchasing.

<u>ENQUIRIES</u>	:	Tel No: Mashime JP, Tel No: 053 664 9412
<u>APPLICATIONS</u>	:	Central Operations (Vanderkloof Office) Please email your application quoting the relevant reference number to SCMV@dws.gov.za , or to the Department of Water and Sanitation, NWRI Central Operations, Private Bag X01, Vanderkloof Dam, 8771 For Attention: Mr KL Manganyi
<u>POST 03/73</u>	:	<u>INTERNSHIP PROGRAMME: FINANCIAL MANAGEMENT REF NO. 070225/56</u> Branch: Infrastructure Management Central Operations
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Vanderkloof Dam
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in National Diploma or Degree in Finance / Accounting.
<u>ENQUIRIES</u>	:	Tel No: Mashime JP, Tel No: 053 664 9412
<u>APPLICATIONS</u>	:	Central Operations (Vanderkloof Office) Please email your application quoting the relevant reference number to FMV@dws.gov.za , or to the Department of Water and Sanitation, NWRI Central Operations, Private Bag X01, Vanderkloof Dam, 8771. For Attention: Mr KL Manganyi
<u>POST 03/74</u>	:	<u>INTERNSHIP PROGRAMME: FINANCIAL MANAGEMENT REF NO. 070225/57</u> Branch: Infrastructure Management Northern Operations
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Hartbeespoort (Cluster Office)
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree Financial Management / Accounting.
<u>APPLICATIONS</u>	:	Northern Operations (Hartbeespoort): Please email your application quoting the relevant reference number on the subject line to: NOPSRecruitCluster@dws.gov.za or hand deliver to: Old Rustenburg Road, 8 Forrel Street, Hartbeespoort, 0216, or post to: Private Bag X352, Hartbeespoort, 0216. For Attention: Mr S Murundzi.
<u>ENQUIRIES</u>	:	Nkele Setshedi, Tel No: 012 200 9020
<u>POST 03/75</u>	:	<u>INTERNSHIP PROGRAMME: HUMAN RESOURCE MANAGEMENT REF NO. 070225/58</u> Branch: Infrastructure Management: Northern Operations
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Hartbeespoort (Cluster Office)
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree Human Resource Management.
<u>APPLICATIONS</u>	:	Northern Operations (Hartbeespoort): Please email your application quoting the relevant reference number on the subject line to: NOPSRecruitCluster@dws.gov.za or hand deliver to: Old Rustenburg Road, 8 Forrel Street, Hartbeespoort, 0216, or post to: Private Bag X352, Hartbeespoort, 0216. For Attention: Mr S Murundzi.
<u>ENQUIRIES</u>	:	Nkele Setshedi, Tel No: 012 200 9020
<u>POST 03/76</u>	:	<u>INTERNSHIP PROGRAMME: INFORMATION AND COMMUNICATION TECHNOLOGIES REF NO. 070225/59 (X3 POSTS)</u> Branch: Infrastructure Management: Northern Operations
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Hartbeespoort Area Office (X1 Post) Groblersdal Area office (X1 Post) Tzaneen Area office (X1 Post)
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Information and Communication Technologies.
<u>ENQUIRIES</u>	:	Nkele Setshedi, Tel No: 012 200 9020
<u>APPLICATIONS</u>	:	Northern Operations (Hartbeespoort): Please email your application quoting the relevant reference number on the subject line to: NOPSRecruitCluster@dws.gov.za or hand deliver to: Old Rustenburg Road, 8 Forrel Street, Hartbeespoort, 0216, or post to: Private Bag X352, Hartbeespoort, 0216. For Attention: Mr S Murundzi.

<u>POST 03/77</u>	:	<u>INTERNSHIP PROGRAMME: SUPPLY CHAIN MANAGMENT REF NO. 070225/60</u> Branch: Infrastructure Management Eastern Operation: Assets Management
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Midmar Dam
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Supply Chain Management
<u>ENQUIRIES</u>	:	Mr Musa Mncwabe: 033 239 1900
<u>APPLICATIONS</u>	:	(Eastern Operation): Please email your application quoting the relevant reference number on the subject line to: Recruitmidmar@dws.gov.za or hand deliver to: Dept of Water and Sanitation, R103 Prospect Road, Midmar Dam, Howick or post to: Private Bag X1652, Bergville, 3350.
<u>NOTE</u>	:	This post is earmarked for a person with a disability.
<u>POST 03/78</u>	:	<u>INTERNSHIP PROGRAMME: HUMAN RESOURCE MANAGEMENT REF NO. 070225/61 (X2 POSTS)</u> Branch: Infrastructure Management Eastern Operation: Corporate Services
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Midmar Dam
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Human Resource Management/Human Resource Development/ Labour Relations
<u>ENQUIRIES</u>	:	Mr Musa Mncwabe Tel No:033 239 1900
<u>APPLICATIONS</u>	:	(Eastern Operation): Please email your application quoting the relevant reference number on the subject line to: Recruitmidmar@dws.gov.za or hand deliver to: Dept of Water and Sanitation, R103 Prospect Road, Midmar Dam, Howick or post to: Private Bag X1652, Bergville, 3350.
<u>NOTE</u>	:	One post will be earmarked for a person with a disability.
<u>POST 03/79</u>	:	<u>INTERNSHIP PROGRAMME: ADMINISTRATION REF NO. 070225/62</u> Branch: Infrastructure Management Eastern Operation: Corporate Services
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Midmar Dam
<u>REQUIREMENTS</u>	:	Study Field: National Diploma/ Degree in Administration / Public Management.
<u>ENQUIRIES</u>	:	Mr Musa Mncwabe Tel No:: 033 239 1900
<u>APPLICATIONS</u>	:	(Eastern Operation): Please email your application quoting the relevant reference number on the subject line to: Recruitmidmar@dws.gov.za or hand deliver to: Dept of Water and Sanitation, R103 Prospect Road, Midmar Dam, Howick or post to: Private Bag X1652, Bergville, 3350.
<u>POST 03/80</u>	:	<u>INTERNSHIP PROGRAMME: INFORMATION TECHNOLOGY REF NO. 070225/63</u> Branch: Infrastructure Management Eastern Operation: Corporate Services
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Midmar Dam
<u>REQUIREMENTS</u>	:	Study Field: National Diploma in IT or any related IT qualification.
<u>ENQUIRIES</u>	:	Mr Musa Mncwabe Tel No: 033 239 1900
<u>APPLICATIONS</u>	:	(Eastern Operation): Please email your application quoting the relevant reference number on the subject line to: Recruitmidmar@dws.gov.za or hand deliver to: Dept of Water and Sanitation, R103 Prospect Road, Midmar Dam, Howick or post to: Private Bag X1652, Bergville, 3350.
<u>POST 03/81</u>	:	<u>INTERNSHIP PROGRAMME: ADMINISTRATION REF NO. 070225/64 (X3 POSTS)</u> Branch: Infrastructure Management: Southern Operations
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Gqeberha
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Office Administration /Public Administration or Management.
<u>ENQUIRIES</u>	:	Mr C Nzimande, Tel No: 041 508 9700
<u>APPLICATIONS</u>	:	Gqeberha: Please email your application quoting the relevant reference number on the subject line to: Recruit03SO@dws.gov.za or hand deliver or post to: 50 Heugh Road Lion Roars, Office Park, Walmer, Gqeberha 6065. For Attention Ms Z Gwetyana

<u>NOTE</u>	:	One post will be earmarked for a person with a disability.
<u>POST 03/82</u>	:	<u>INTERSHIP PROGRAMME: FINANCIAL MANAGEMENT REF NO. 070225/65 (X3 POSTS)</u> Branch: Infrastructure Management: Southern Operations
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Gqeberha
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Financial Management / Accounting.
<u>ENQUIRIES</u>	:	Mr C Nzimande, Tel No: 041 508 9700
<u>APPLICATIONS</u>	:	Gqeberha: Please email your application quoting the relevant reference number on the subject line to: Recruit03SO@dws.gov.za or hand deliver or post to: 50 Heugh Road Lion Roars, Office Park, Walmer, Gqeberha 6065. For Attention Ms Z Gwetyana
<u>POST 03/83</u>	:	<u>INTERSHIP PROGRAMME: FINANCIAL MANAGEMENT REF NO. 070225/66 (X2 POSTS)</u> Branch: Infrastructure Management: Southern Operations
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Western Cape
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Financial Management / Accounting.
<u>ENQUIRIES</u>	:	Mr C Nzimande, Tel No: 041 508 9700
<u>APPLICATIONS</u>	:	Gqeberha: Please email your application quoting the relevant reference number on the subject line to: Recruit03SO@dws.gov.za or hand deliver or post to: 50 Heugh Road Lion Roars, Office Park, Walmer, Gqeberha 6065. For Attention Ms Z Gwetyana
<u>POST 03/84</u>	:	<u>INTERSHIP PROGRAMME: SUPPLY CHAIN MANAGEMENT REF NO. 070225/67 (X3 POSTS)</u> Branch: Infrastructure Management: Southern Operations
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Gqeberha
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Supply Chain Management.
<u>ENQUIRIES</u>	:	Mr C Nzimande, Tel No: 041 508 9700
<u>APPLICATIONS</u>	:	Gqeberha: Please email your application quoting the relevant reference number on the subject line to: Recruit03SO@dws.gov.za or hand deliver or post to: 50 Heugh Road Lion Roars, Office Park, Walmer, Gqeberha 6065. For Attention Ms Z Gwetyana
<u>NOTE</u>	:	One post will be earmarked for a person with a disability.
<u>POST 03/85</u>	:	<u>INTERSHIP PROGRAMME: SUPPLY CHAIN MANAGEMENT REF NO. 070225/68 (X2 POSTS)</u> Branch: Infrastructure Management: Southern Operations
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Western Cape
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Supply Chain Management.
<u>ENQUIRIES</u>	:	Mr C Nzimande, Tel No: 041 508 9700
<u>APPLICATIONS</u>	:	Gqeberha: Please email your application quoting the relevant reference number on the subject line to: Recruit03SO@dws.gov.za or hand deliver or post to: 50 Heugh Road Lion Roars, Office Park, Walmer, Gqeberha 6065. For Attention Ms Z Gwetyana
<u>NOTE</u>	:	One post will be earmarked for a person with a disability
<u>POST 03/86</u>	:	<u>INTERSHIP PROGRAMME: HUMAN RESOURCE MANAGEMENT REF NO. 070225/69</u> Branch: Infrastructure Management: Southern Operations
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Gqeberha
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Human Resource Management.
<u>ENQUIRIES</u>	:	Mr C Nzimande, Tel No: 041 508 9700

<u>APPLICATIONS</u>	:	Gqeberha: Please email your application quoting the relevant reference number on the subject line to: Recruit03SO@dws.gov.za or hand deliver or post to: 50 Heugh Road Lion Roars, Office Park, Walmer, Gqeberha 6065. For Attention Ms Z Gwetyana
<u>POST 03/87</u>	:	<u>INTERNSHIP PROGRAMME: HUMAN RESOURCE MANAGEMENT REF NO. 070225/70</u> Branch: Infrastructure Management: Southern Operations
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Western Cape
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Human Resource Management
<u>ENQUIRIES</u>	:	Mr C Nzimande, Tel No: 041 508 9700
<u>APPLICATIONS</u>	:	Gqeberha: Please email your application quoting the relevant reference number on the subject line to: Recruit03SO@dws.gov.za or hand deliver or post to: 50 Heugh Road Lion Roars, Office Park, Walmer, Gqeberha 6065. For Attention Ms Z Gwetyana
<u>POST 03/88</u>	:	<u>INTERNSHIP PROGRAMME: INFORMATION TECHNOLOGY REF NO. 070225/71</u> Branch: Infrastructure Management: Southern Operations
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Gqeberha
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Information Technology.
<u>ENQUIRIES</u>	:	Mr C Nzimande, Tel No: 041 508 9700
<u>APPLICATIONS</u>	:	Gqeberha: Please email your application quoting the relevant reference number on the subject line to: Recruit03SO@dws.gov.za or hand deliver or post to: 50 Heugh Road Lion Roars, Office Park, Walmer, Gqeberha 6065. For Attention Ms Z Gwetyana
<u>POST 03/89</u>	:	<u>INTERNSHIP PROGRAMME: EMPLOYEE RELATIONS REF NO. 070225/72</u> Branch: Infrastructure Management: Southern Operations
<u>STIPEND</u>	:	R89 408 per annum
<u>CENTRE</u>	:	Gqeberha
<u>REQUIREMENTS</u>	:	Study Field: National Diploma or Degree in Employee Relations.
<u>ENQUIRIES</u>	:	Mr C Nzimande, Tel No: 041 508 9700
<u>APPLICATIONS</u>	:	Gqeberha: Please email your application quoting the relevant reference number on the subject line to: Recruit03SO@dws.gov.za or hand deliver or post to: 50 Heugh Road Lion Roars, Office Park, Walmer, Gqeberha 6065. For Attention Ms Z Gwetyana