

## DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE

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



**CLOSING DATE** : 28 October 2022 at 16H00

**NOTE** : With regard to completion of new Z83 form, part A and B must be fully filled, Two questions relating to condition that prevent re-appointment under part F must be fully answered. Page 1 must be initialled, failure to comply with the above, applicants will be disqualified. Part C on method of correspondence and contact details must be fully filled. Kindly take note that with effect from 01 January 2021, DPSA approved the new Z83 Application Form (obtainable from any Public Service department); applicants are requested to use the new application form as failure to do so will result in their application being disqualified. The Z83 form must be signed when submitted, To streamline the recruitment process to be more responsive to the public, as well as to create more protective measures during the pandemic by avoiding over-crowding and curb the costs incurred by applicants such measures should include the following regarding certification: Advertisement and accompanying notes must clearly capture the requirements for the certification to reflect that applicants, Please not note that applicants are not required to submit copies of qualifications and other relevant documents on application but must submit the Z83 and a detailed Curriculum Vitae only. The communication from HR of the department regarding requirements of certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for a post will be required to submit certified documents on or before the day of the interview following communication from HR. The application for employment Form (Z83) provides under the sectional "additional information" that candidates who are selected for interviews will be requested to furnish additional certified information that may be requested to make final decision. It must be borne in mind that when a document is certified as a true copy of an original, the certifier only confirms it being a true copy of the original presented. Therefore, the certification process does not provide validation of the authenticity of the original document. The validation occurs when the documents is verified for authenticity. Regulation 67 (9) requires the executive authority to ensure that he or she is fully satisfied of the claims being made and these read with Regulations (57) (c) which requires the finalisation of Personnel Suitability Checks in order to verify claims and check the candidate for purpose of being fit and proper for employment. Applications not complying with the above will be disqualified. Should you not have heard from us within the next months, please regard your application as unsuccessful. Note: It is the responsibility of all applicants to ensure that foreign and other qualifications are evaluated by SAQA. Recognition of prior learning will only be considered on submission of proof by candidates. Kindly note that appointment will be subject to verification of qualifications and a security clearance. Faxed or late applications will NOT be accepted. Shortlisted candidates must be willing to undergo normal vetting and verification processes. Should you not have heard from us within the next 3 months, please regard your application as unsuccessful.

## OTHER POSTS

**POST 39/160** : **PRODUCTION ENGINEER GRADE A: STRUCTURAL REF NO: 2022/375**  
(36 Months Contract)

**SALARY** : R728 829 per annum, (OSD salary package)

**CENTRE** : Head Office (Pretoria)

**REQUIREMENTS** : A BSc or BEng in Civil/Structural Engineering, Minimum of 3 years post-qualification relevant experience in the field of structural engineering,

Professional registration as a Professional Engineer (Pr. Eng) with the Engineering Council of South Africa (Professional Engineering Technologist will not be considered), Experience in the field of structural engineering which includes, but not limited to, maintenance and construction of structures: Water and Waste Water Treatment Plant (WWWT), pump stations and building elements (roofs, walls, internal building maintenance, external building façade). Good understanding of the CIDB standard for uniformity, Good communication skills, Excellent technical report writing and presentation skills, Innovative problem solving ability, Ability to work independently at production and execution levels, Applied knowledge of all relevant Built Environment legislative/regulatory requirements of National and International Standards (ISO/SANS/OHSA), A valid driver's license and the ability/willingness to travel is essential.

**DUTIES** : Assess and report on the condition of the infrastructure. Technical evaluation of professional service providers' and contractors' bids. Solely account for planning, co-coordinating and managing all technical facilities management activities/projects. Oversee and ensure the maintenance of building assets from structural engineering point of view. Oversee civil and structural infrastructure and ensure that they are efficiently, financially and optimally maintained. Supervise the service providers to deliver the preventive maintenance and corrective maintenance program for the departmental infrastructure. Efficiently attend to all maintenance requests and infrastructure facility management in the operational standards and ensure the ongoing performance and reliability of the assets. Conduct quality control over the work of the consultant and the contractor during the execution phase of the project. Assist project managers in resolving technical disputes arising at different stages of the project. Review and audit final professional civil/structural engineering accounts and construction contract final accounts. Accept responsibility for the development, implementation, review and regular updating of standardised civil engineering practice manuals for the Department. Plan and supervise the structural engineering technologist during the execution of the preventative and corrective maintenance projects.

**ENQUIRIES** : Mr. P Nesengani Tel No: (012) 406 1378  
**APPLICATIONS** : Head Office Applications: The Director-General, Department of Public Works, Private Bag X65, Pretoria, 0001 or CGO Building, Cnr Bosman and Madiba Street, Pretoria.

**FOR ATTENTION** : Ms NP Mudau

**POST 39/161** : **PRODUCTION ENGINEER GRADE A: MECHANICAL REF NO: 2022/376**  
 (36 Months Contract)

**SALARY** : R728 829 per annum, (OSD salary package)  
**CENTRE** : Head Office (Pretoria)

**REQUIREMENTS** : A BSc or BEng in Mechanical Engineering, Minimum of 3 years post-qualification relevant experience in the field of Mechanical engineering, Professional registration as a Professional Engineer (Pr. Eng) with the Engineering Council of South Africa (Professional Engineering Technologist will not be considered), Experience in the field of mechanical engineering, Experience in condition assessment, installation and maintenance of mechanical systems which includes, but not limited to, building services (HVAC, freezer & cold rooms, Fire Suppression, Fire Detection, Lifts, Escalators, Passenger Conveyors (LEPC) and Wet Services), Water and Waste Water Treatment Plant (WWWT), pump stations and steam generating systems. Good understanding of the CIDB standard for uniformity, Good communication skills, Excellent technical report writing and presentation skills, Innovative problem solving ability, Ability to work independently at production and execution levels, Applied knowledge of all relevant Built Environment legislative/regulatory requirements of National and International Standards (ISO/SANS/OHSA), A valid driver's license and the ability/willingness to travel is essential.

**DUTIES** : Assess and report on the condition of the mechanical engineering infrastructure. Technical evaluation of professional service providers' and contractors' bids. Solely account for planning, co-coordinating and managing all technical facilities management activities/projects. Oversee and ensure the maintenance of building assets within the Electrical, Mechanical and Plumbing disciplines. Also accountable for services including Lifts, Escalators, HVAC,

Fire Detection Systems, etc. Oversee mechanical and water reticulation infrastructure and ensure that they are efficiently, financially and optimally maintained. Supervise the service providers to deliver the preventive maintenance and corrective maintenance program for the departmental infrastructure. Efficiently attend to all maintenance requests and infrastructure facility management in the operational standards and ensure the ongoing performance and reliability of the assets. Conduct quality control over the work of the consultant and the contractor during the execution phase of the project. Assist project managers in resolving technical disputes arising at different stages of the project. Review and audit final professional mechanical engineering accounts and construction contract final accounts. Accept responsibility for the development, implementation, review and regular updating of standardised mechanical engineering practice manuals for the Department. Plan and supervise the mechanical engineering technologist during the execution of the preventative and corrective maintenance projects.

- ENQUIRIES** : Mr. P Nesengani Tel No: (012) 406 1378
- APPLICATIONS** : Head Office Applications: The Director-General, Department of Public Works, Private Bag X65, Pretoria, 0001 or CGO Building, Cnr Bosman and Madiba Street, Pretoria.
- FOR ATTENTION** : Ms NP Mudau
- POST 39/162** : **PRODUCTION ENGINEER GRADE A: ELECTRICAL REF NO: 2022/377**  
(36 Months Contract)
- SALARY** : R728 829 per annum, (OSD salary package)
- CENTRE** : Head Office (Pretoria)
- REQUIREMENTS** : A BSc or BEng in Electrical Engineering, Minimum of 3 years post-qualification relevant experience in the field of Electrical engineering, Professional registration as a Professional Engineer (Pr. Eng) with the Engineering Council of South Africa (Professional Engineering Technologist will not be considered), Experience in the field of Electrical engineering, Experience in condition assessment, installation and maintenance of electrical systems which includes, but not limited to, Fire Detection, Fire Suppression, Medium Voltage (MV; > 1kV ≤ 44kV), Low Voltage (LV; ≤ 1kV), Fuel Cell, Photovoltaic, Wind Power Generation, Static Type Uninterruptible Power Supply (UPS), Rotary Type Uninterruptible Power Supply (UPS), Lightning Protection Systems and Lifts, Escalators and Passenger Conveyors (LEPC). Good understanding of the CIDB standard for uniformity, Good communication skills, Excellent technical report writing and presentation skills, Innovative problem solving ability, Ability to work independently at production and execution levels, Applied knowledge of all relevant Built Environment legislative/regulatory requirements of National and International Standards (ISO/SANS/OHSA), A valid driver's license and the ability/willingness to travel is essential.
- DUTIES** : Assess and report on the condition of the electrical engineering infrastructure. Technical evaluation of professional service providers' and contractors' bids. Solely account for planning, co-coordinating and managing all technical facilities management activities/projects. Oversee and ensure the maintenance of building assets within the Electrical, Mechanical and Plumbing disciplines. Also accountable for services including Lifts, Escalators, HVAC, Fire Detection Systems, etc. Oversee electrical infrastructure and ensure that they are efficiently, financially and optimally maintained. Supervise the service providers to deliver the preventive maintenance and corrective maintenance program for the departmental infrastructure. Efficiently attend to all maintenance requests and infrastructure facility management in the operational standards and ensure the ongoing performance and reliability of the assets. Conduct quality control over the work of the consultant and the contractor during the execution phase of the project. Assist project managers in resolving technical disputes arising at different stages of the project. Review and audit final professional electrical engineering accounts and construction contract final accounts. Accept responsibility for the development, implementation, review and regular updating of standardised electrical engineering practice manuals for the Department. Plan and supervise the electrical engineering technologist during the execution of the preventative and corrective maintenance projects.
- ENQUIRIES** : Mr. P Nesengani Tel No: (012) 406 1378

**APPLICATIONS** : Head Office Applications: The Director-General, Department of Public Works, Private Bag X65, Pretoria, 0001 or CGO Building, Cnr Bosman and Madiba Street, Pretoria.

**FOR ATTENTION** : Ms NP Mudau

**POST 39/163** : **ARCHITECT: PRODUCTION (GRADE A) REF NO: 2022/378**  
(36 Months Contract)

**SALARY** : R628 014 per annum, (OSD salary package)

**CENTRE** : Head Office (Pretoria)

**REQUIREMENTS** : An appropriate Bachelor's degree with three (3) years post qualification experience. Experience in various facets of architecture. Registration as Professional Architect with South African Council for the Architectural Profession (SACAP) is compulsory. Well-developed project management, analytical planning, legal compliance, computer literacy, interpersonal communication, report writing and presentation skills. Valid driving license. Effective use of CAD (AutoCAD, ArchiCAD and/ or Revit) as well as other software required to successfully complete your duties. Experience with GIS will be an added advantage. Good knowledge and understanding of inter-related macro/micro design aspects related to national government's responsibility to improve access to government services. Revitalisation and development of urban centers for improved inner city (CBD) economics, urban design, implementation of urban master planning guidelines, collaboration with local authorities regarding inner city precinct planning and maximisation of state properties within urban and rural centers for optimum economic benefit. Programme management skills and effective communication abilities. Coordination and management of funding requirements and budgets linked to projects. Establishment of task teams and resource management. Strategic capability and leadership. Problem solving and analysis. Stakeholder management skills. Customer focus and responsiveness. Excellent communication (verbal and written) skills. Experience in the property development field on multiple levels including strategic planning, space planning, architectural design and project implementation. Experience in urban design, master planning and precinct planning will serve as an advantage. Background with Municipal Spatial Development frameworks and Urban Design Frameworks will be an added advantage.

**DUTIES** : Manage spatial development for state accommodation solutions within the spatial development plans (frameworks)/integrated development plans (IDP) of district, local and rural municipalities to ensure integration. Ensure verification and Interpretation of Client departments' needs, preference and space norms. Analyse master plans and reduce same to further levels of design, taking into account the inter relationship of sites and client needs within precinct boundaries. Prepare balanced, proper, efficient and effective development plans and development frameworks compliant with legislative requirements, town planning schemes and governmental corporate image and customs. Preparation of drawings, reports and presentations. Prepare guidelines and objectives in documentation format for further detail design of specific sites within precincts. Function as a team member and interact with appointed experts, local authorities, clients and management. Effectively managing the spatial programme and all inter dependent and inter-reliant projects and stakeholders. Manage the programme resources and budget requirements. Effectively develop and manage the programme implementation framework as well as communication thereof. Provide professional and technical support on architectural and urban design issues to the implementation teams at Head and Regional offices. Mentor Architectural Young Professionals and provide support and guidance to production Architects.

**ENQUIRIES** : Mr. P Nesengani Tel No: (012) 406 1378

**APPLICATIONS** : Head Office Applications: The Director-General, Department of Public Works, Private Bag X65, Pretoria, 0001 or CGO Building, Cnr Bosman and Madiba Street, Pretoria.

**FOR ATTENTION** : Ms NP Mudau

**POST 39/164** : **QUANTITY SURVEY: PRODUCTION GRADE A REF NO: 2022/379**  
(36 Months Contract)

**SALARY** : R628 014 per annum, (OSD salary package)

<b><u>CENTRE REQUIREMENTS</u></b>	: Head Office (Pretoria) : A relevant Bachelor's degree or equivalent qualification in Quantity Survey. Three years Quantity Survey experience required. Valid driver's license. Compulsory registration with SACQSP as a professional Quantity Survey. Knowledge: Programme and project management, Quantity Survey principles and methodologies, Research and development, Computer-aided QS applications, engineering applications, Knowledge of legal compliance, Technical report writing, Technical consulting, Creating high performance culture, Networking, Professional judgment. Skills: Decision making, Team leadership, Analytical skills, Creativity, Self-management, Financial management, Customer focus, and responsiveness, Communication, Computer literacy, Planning and organising, Conflict management, Problem solving and analysis, People management, Change management, Innovation.
<b><u>DUTIES</u></b>	: Provide QS technical and technological services:- Support Quantity Surveyors and other professionals by providing proper and accurate cost and estimates information; Advise on materials and construction processes; Promote safety standards in line with statutory and regulatory requirements; Value completed work and organize payments; Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology; Solve broadly defined technological challenges through application of proven techniques and procedures; Develop, maintain and manage current technologies; and Identify and optimize technical solutions by applying QS principles. Perform administrative and related functions: Compile and submit monthly and quarterly reports; Provide inputs to the operational plan; and Develop, implement and maintain databases. (c) Research and development: Keep up with new technologies and procedures; Research/literature studies on technical QS technology to improve expertise; and To liaise with relevant boards/councils on QS-related matters.
<b><u>ENQUIRY APPLICATIONS</u></b>	: Mr. P Nesengani Tel No: (012) 406 1378 : Head Office Applications: The Director-General, Department of Public Works, Private Bag X65, Pretoria, 0001 or CGO Building, Cnr Bosman and Madiba Street, Pretoria.
<b><u>FOR ATTENTION</u></b>	: Ms NP Mudau
<b><u>POST 39/165</u></b>	: <b><u>ASSISTANT DIRECTOR: FINANCIAL REPORTING REF NO: 2022/380</u></b>
<b><u>SALARY CENTRE REQUIREMENTS</u></b>	: R382 245 per annum : Head Office (Pretoria) : A three year tertiary qualification (NQF Level 6) in Financial Accounting or equivalent qualification, appropriate relevant experience in Finance with GRAP or accrual accounting practical experience. Willingness to travel with a valid driver's licence. Knowledge: A candidate must have public sector experience, extensive applied knowledge of the PMFA, GRAP and modified cash accounting frameworks. SAGE Financial Systems experience will be advantages. Skills: Strong analytical and communication skills (both written and verbal), computer literate with advanced Excel skills and good interpersonal skills. Presentation skills, planning and organizing, problem solving, diplomacy, ability to work under pressure to meet tight deadline. Strong negotiation skills.
<b><u>DUTIES</u></b>	: Compilation of AFS accounting and disclosure of assets, accruals, operating & finance leases, prepaid expenses, commitments and retentions. Advise on efficient and effective systems of internal controls at the regions in order to improve the integrity of financial information. Liaising with various regions and other finance officials in order to obtain accurate and reliable inputs for financial reporting purposes within deadlines (focusing on accrued expenses, prepaid expenses, immovable assets and construction projects related expenses, commitments). Reviewing input obtained from regions, identifying errors and weaknesses and consolidation of input to account for final balances in the annual financial statements. Compilation of accurate financial inputs for reporting purposes, including creation of audit file with supporting schedules and evidence. Preparing relevant disclosure notes to financial statements. Provide technical accounting support to line function and finance officials. Assist in the monitoring of the audit action plan. Drafting and reviewing responses to audit findings. Empower officials with GRAP accounting and financial management skills development. Effective management of the finance officials under candidate's supervision. Assisting the Chief Directorate

with various administrative duties. Ensure effective corporate governance processes and sound resources management.

**ENQUIRIES APPLICATIONS** : Mr S Nokwali Tel No: (012) 406 1773  
: Head Office Applications: The Director-General, Department of Public Works, Private Bag X65, Pretoria, 0001 or CGO Building, Cnr Bosman and Madiba Street, Pretoria.

**FOR ATTENTION** : Ms NP Mudau

**POST 39/166** : **ASSISTANT DIRECTOR: LABOUR RELATIONS REF NO: 2022/381**

**SALARY CENTRE REQUIREMENTS** : R382 245 per annum  
: Durban Regional Office  
: A three year tertiary qualification (NQF Level 6) in Human Resources Management, Labour Relations and Labour Law. Valid driver's license. Appropriate related experience on a supervisory level. Willingness to travel. Basic numeracy skills. Interpersonal skills. General administration and Organizational skills. Computer Literacy. Conflict management skills, Problem solving skills. Presentation skills. Negotiation skills. Ability to undertake basic research. Communication and Report writing abilities. Ability to work under stressful Situations. Ability to work independently. Knowledge Of standards, practices, processes and procedures Related to labour relations. Knowledge of Collective Bargaining structures and processes. Knowledge of Structure and functioning of the department. Knowledge of the employment equity plan of the Department. Knowledge of the Constitution of South Africa, Knowledge of the Public Service Act and Regulations, employment equity act, basic conditions of employment act, labour relations acts, collective Agreements, codes of remuneration, and PFMA.

**DUTIES** : Implement and maintain labour relations policies. Provide advice regarding labour issues in the workplace. Support formal processes with organised labour. Assess and make recommendations regarding the effectiveness and status of operational labour relations. Compile reports. Administer and provide support in disciplinary matters, Assess and recommend whether conduct warrants formal investigation. Receive complaints and liaise with relevant stakeholders. Act as a designated officer to resolve grievances. Act as a departmental representative in conciliations, mediations and arbitrations. Advise and assist management and staff on dispute resolution procedures and multi-lateral forums. Liaise with organised labour on matters of mutual interest. Represent the Department in various bargaining structures as appointed by the Regional Manager. Advise management and staff on issues related to labour relations. Liaise and interact with related internal and external stakeholders. Ensuring compliance of HR policies and practices with labour law and collective agreements. Conduct training and awareness on labour relations issues. Promote sound labour relations, equity and diversity. Supervision and development of staff in the labour relations sub-unit.

**ENQUIRIES APPLICATIONS** : Mrs. NS Nxumalo Tel No: (031) 314 7023  
: Durban Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X54315, Durban, 4000. Corner Dr Pixley Kasem and Samora Machel Streets Durban.

**FOR ATTENTION** : Ms NS Nxumalo

**POST 39/167** : **STRUCTURAL ENGINEERING TECHNOLOGIST: PRODUCTION (GRADE A) REF NO: 2022/382 (X2 POSTS)**  
(36 Months Contract)

**SALARY CENTRE REQUIREMENTS** : R369 351 per annum, (OSD salary package)  
: Head Office (Pretoria)  
: A three year tertiary qualification (NQF Level 6) in Civil/Structural Engineering or relevant qualification with three-years post qualification Engineering Technologist structural experience, A valid driver's Licence, Professional registration with the Engineering Council of South Africa (ECSA) as an Engineering Technologist is compulsory, Project management, technical design and analysis knowledge, Research and development, Computer-aided engineering applications, Knowledge of legal compliance, Technical report writing skills, Networking, professional judgement, problem solving and analysis, Decision-making skills, Team leadership, Creativity, Self-

<b><u>DUTIES</u></b>	:	management, Customer focus and responsiveness, Communication skills, Computer skills, Planning and organizing, People management.
	:	Assess and report on the condition of the infrastructure. Technical evaluation of professional service providers' and contractors' bids. Solely account for planning, co-coordinating and managing all technical facilities management activities/projects. Oversee and ensure the maintenance of building assets from structural engineering point of view. Oversee civil and structural infrastructure and ensure that they are efficiently, financially and optimally maintained. Supervise the service providers to deliver the preventive maintenance and corrective maintenance program for the departmental infrastructure. Efficiently attend to all maintenance requests and infrastructure facility management in the operational standards and ensure the ongoing performance and reliability of the assets. Conduct quality control over the work of the consultant and the contractor during the execution phase of the project. Assist project managers in resolving technical disputes arising at different stages of the project. Review and audit final professional civil/structural engineering accounts and construction contract final accounts. Accept responsibility for the development, implementation, review and regular updating of standardised civil engineering practice manuals for the Department.
<b><u>ENQUIRIES</u></b>	:	Mr. P Nesengani Tel No: (012) 406 1378
<b><u>APPLICATIONS</u></b>	:	Head Office Applications: The Director-General, Department of Public Works, Private Bag X65, Pretoria, 0001 or CGO Building, Cnr Bosman and Madiba Street, Pretoria.
<b><u>FOR ATTENTION</u></b>	:	Ms NP Mudau
<b><u>POST 39/168</u></b>	:	<b><u>MECHANICAL ENGINEERING TECHNOLOGIST: PRODUCTION (GRADE A) REF NO: 2022/383 (X2 POSTS)</u></b> (36 Months Contract)
<b><u>SALARY</u></b>	:	R369 351 per annum, (OSD salary package)
<b><u>CENTRE</u></b>	:	Head Office (Pretoria)
<b><u>REQUIREMENTS</u></b>	:	A three year tertiary qualification (NQF Level 6) in Mechanical Engineering or relevant qualification with three-year post qualification Engineering Technologist mechanical experience. A valid driver's Licence, Professional registration with the Engineering Council of South Africa (ECSA) as an Engineering Technologist is compulsory. Project management, technical design and analysis knowledge, Research and development, Computer aided engineering applications, Knowledge of legal compliance, Technical report writing skills, Networking, professional judgement, problem solving and analysis, Decision-making skills, Team leadership, Creativity, Self-management, Customer focus and responsiveness, Communication skills, Computer skills, Planning and organizing, People management.
<b><u>DUTIES</u></b>	:	Assess and report on the condition of the mechanical engineering infrastructure. Technical evaluation of professional service providers' and contractors' bids. Solely account for planning, co-coordinating and managing all technical facilities management activities/projects. Oversee and ensure the maintenance of building assets within the Electrical, Mechanical and Plumbing disciplines. Also accountable for services including Lifts, Escalators, HVAC, Fire Detection Systems, etc. Oversee mechanical and water reticulation infrastructure and ensure that they are efficiently, financially and optimally maintained. Supervise the service providers to deliver the preventive maintenance and corrective maintenance program for the departmental infrastructure. Efficiently attend to all maintenance requests and infrastructure facility management in the operational standards and ensure the ongoing performance and reliability of the assets. Conduct quality control over the work of the consultant and the contractor during the execution phase of the project. Assist project managers in resolving technical disputes arising at different stages of the project. Review and audit final professional mechanical engineering accounts and construction contract final accounts. Accept responsibility for the development, implementation, review and regular updating of standardised mechanical engineering practice manuals for the Department.
<b><u>ENQUIRIES</u></b>	:	Mr.P Nesengani Tel No: 012 406 1378

**APPLICATIONS** : Head Office Applications: The Director-General, Department of Public Works, Private Bag x65, Pretoria, 0001 or CGO Building, Cnr Bosman and Madiba Street, Pretoria.

**FOR ATTENTION** : Ms NP Mudau

**POST 39/169** : **ELECTRICAL ENGINEERING TECHNOLOGIST: PRODUCTION (GRADE A)**  
**REF NO: 2022/384 (X2 POSTS)**  
(36 Months Contract)

**SALARY** : R369 351 per annum, (OSD salary package)  
**CENTRE** : Head Office (Pretoria)  
**REQUIREMENTS** : A three year tertiary qualification (NQF Level 6) in Electrical Engineering or relevant qualification with three-years post qualification Engineering Technologist electrical experience. A valid driver's Licence, Professional registration with the Engineering Council of South Africa (ECSA) as an Engineering Technologist is compulsory. Project management, technical design and analysis knowledge, Research and development, Computer aided engineering applications, Knowledge of legal compliance, Technical report writing skills, Networking, professional judgement, problem solving and analysis, Decision-making skills, Team leadership, Creativity, Self-management, Customer focus and responsiveness, Communication skills, Computer skills, Planning and organizing, People management.

**DUTIES** : Assess and report on the condition of the electrical engineering infrastructure. Technical evaluation of professional service providers' and contractors' bids. Solely account for planning, co-coordinating and managing all technical facilities management activities/projects. Oversee and ensure the maintenance of building assets within the Electrical, Mechanical and Plumbing disciplines. Also accountable for services including Lifts, Escalators, HVAC, Fire Detection Systems, etc. Oversee electrical infrastructure and ensure that they are efficiently, financially and optimally maintained. Supervise the service providers to deliver the preventive maintenance and corrective maintenance program for the departmental infrastructure. Efficiently attend to all maintenance requests and infrastructure facility management in the operational standards and ensure the ongoing performance and reliability of the assets. Conduct quality control over the work of the consultant and the contractor during the execution phase of the project. Assist project managers in resolving technical disputes arising at different stages of the project. Review and audit final professional electrical engineering accounts and construction contract final accounts. Accept responsibility for the development, implementation, review and regular updating of standardised electrical engineering practice manuals for the Department.

**ENQUIRIES** : Mr. P Nesengani Tel No: (012) 406 1378  
**APPLICATIONS** : Head Office Applications: The Director-General, Department of Public Works, Private Bag X65, Pretoria, 0001 or CGO Building, Cnr Bosman and Madiba Street, Pretoria.

**FOR ATTENTION** : Ms NP Mudau

**POST 39/170** : **QUANTITY SURVEYOR TECHNOLOGIST: PRODUCTION REF NO: 2022/385 (X2 POSTS)**  
(36 Months Contract)

**SALARY** : R369 351 per annum, (OSD salary package)  
**CENTRE** : Head Office (Pretoria)  
**REQUIREMENTS** : A Bachelor of Technology in Quantity Surveyor (B.Tech) or relevant qualification. Three years post qualification QS technological/technical experience required. Valid driver's license. Compulsory registration with SACQSP. Knowledge: Project management, QS principles and methodologies, Research and development, Computer-aided QS applications, Knowledge of legal compliance, Technical report writing, Networking, Professional judgement, Construction and legal knowledge, Financial and costs management. Skills: Problem solving and analysis. Decision making, Team work, Analytical skills, Creativity, Self-management, Customer focus and responsiveness, Communication skills, Computer skills, Planning, organising and execution, Language proficiency, Listening skills.

**DUTIES** : Provide QS technical and technological services:- Support Quantity Surveyors and other professionals by providing proper and accurate cost and estimates



information; Advise on materials and construction processes; Promote safety standards in line with statutory and regulatory requirements; Value completed work and organize payments; Evaluate existing technical manuals, standard drawings and procedures to incorporate new technology; Solve broadly defined technological challenges through application of proven techniques and procedures; Develop, maintain and manage current technologies; and Identify and optimize technical solutions by applying QS principles. Perform administrative and related functions: Compile and submit monthly and quarterly reports; Provide inputs to the operational plan; and Develop, implement and maintain databases. Research and development: Keep up with new technologies and procedures; Research/literature studies on technical QS technology to improve expertise; and To liaise with relevant boards/councils on QS-related matters.

**ENQUIRIES** : Mr. P Nesengani Tel No: (012) 406 1378  
**APPLICATIONS** : Head Office Applications: The Director-General, Department of Public Works, Private Bag X65, Pretoria, 0001 or CGO Building, Cnr Bosman and Madiba Street, Pretoria.

**FOR ATTENTION** : Ms NP Mudau

**POST 39/171** : **SENIOR PERSONNEL PRACTITIONER: HUMAN RESOURCES ADMINISTRATION REF NO: 2022/386**

**SALARY** : R321 543 per annum  
**CENTRE** : Mmabatho Regional Office  
**REQUIREMENTS** : A three year tertiary qualification (NQF Level 6) in Human Resources Management or Public Administration. Appropriate experience in Human Resources Management with emphasis on HR Administration (Condition of Services and pensions). Knowledge of standards, practices, processes and procedures. Good Knowledge of PERSAL, CORE, Ability to apply and interpret Legislative frameworks such as PSA, PSR, EEA and other regulatory prescripts for the public sector. Data analysis techniques, ability to undertake basic research and gather information, Computer utilization, good communication and report writing abilities, Analytical skills, interpersonal relations, diplomacy, negotiation skills, conflict management and the ability to perform under pressure. Driver's License will be an added advantage.

**DUTIES** : Administration of condition of services and benefits. Providing an advisory function to DPWI staff on Human Resources policies. Processing of appointments and service terminations. Administration of pension benefits. Assist in the policy reviews related to condition of services. Ensure that relevant stakeholders are involved on policy making processes. Assist in sourcing information need to report on Audit findings. Compile monthly reports to HR manager.

**ENQUIRIES** : Mr. T. Oagile Tel No: 018 386 5217  
**APPLICATIONS** : Mmabatho Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X120, Mmabatho 2735 or 810 Corner Albert Luthuli Drive and Maisantwa Streets, Unit 3, Mmabatho, 2735.

**FOR ATTENTION** : Mr T. Oagile  
**NOTE** : People with disabilities are encouraged to apply.

**POST 39/172** : **CHIEF HORTICULTURIST: HORTICULTURAL SERVICES REF NO: 2022/387**  
 (Re-Advertisement: people who previously applied are encouraged to re-apply)

**SALARY** : R321 543 per annum  
**CENTRE** : Mmabatho Regional Office  
**REQUIREMENTS** : A three year tertiary qualifications (NQF Level 6) in Horticulture or equivalent qualification and relevant experience. Knowledge of departmental guidelines and policies. A valid driver's license. Appropriate supervisory experience. Computer literacy, Good communication, reporting and interpersonal skills, Knowledge of pest control management and irrigation installation will be an added advantage.

**DUTIES** : Plan and develop horticultural activities (landscaping, gardening and plot plant maintenance, floral arrangements, special events), Supervise contractors, Maintain and control equipment and stock, procure goods and services, Conduct site meetings, as well as develop progress reports and authorise

invoices, Assist on training developmental plan/strategies on departmental staff and contractors, Carry out general office administration.

**ENQUIRIES** : Mr. L. Mntanywa Tel No: (018) 386 2311

**APPLICATIONS** : Mmabatho Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X120, Mmabatho 2735 or 810 Corner Albert Luthuli Drive and Maisantwa Streets, Unit 3, Mmabatho, 2735.

**FOR ATTENTION** : Mr T. Oagile

**NOTE** : This position is ring-fenced for people with disabilities.

**POST 39/173** : **CHIEF WORKS MANAGER: MECHANICAL REF NO: 2022/388**

**SALARY** : R321 543 per annum

**CENTRE** : Kimberley Regional Office

**REQUIREMENTS** : A three year tertiary qualification (NQF Level 6) in the built environment disciplines, or N3 plus trade test in built environment or Registration as an Engineering Technician. Relevant technical experience in mechanical field. Extensive knowledge of the Mechanical Regulations, Occupational Health and Safety Act, Public Finance Management Act, Government Procurement System. Ability to plan, organize and manage resources. A valid driver's license. Good verbal and written communication skills, Computer literate. Good interpersonal skills. Good budgeting and estimating skills. Willingness to travel and work irregular hours. Registration with a professional body in the built environment would be an added advantage.

**DUTIES** : Manage day-to-day mechanical maintenance project activities to facilitate effective project execution in terms of cost, quality and time of existing State accommodation. Manage projects cost, estimates and monitor and control the processes of controlling changes in line with allocated day-to-day maintenance budget. Conduct site inspections to ensure compliance to specifications set out by the Department. Ensure compliance with OHSA. Assist in the development of building programs and conditional surveys and reporting regularly to management on the progress thereof. Budget management, render a co-ordinated and professional service at all levels regarding the maintenance and management of DPWI clients.

**ENQUIRIES** : Ms A Xentsa Tel No: (053) 838 5345

**APPLICATIONS** : Kimberley Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X5002, Kimberley, 8301.

**FOR ATTENTION** : Ms N Hlongwane

**POST 39/174** : **ARTISAN FOREMAN: BUILDING REF NO: 2022/389**

**SALARY** : R308 826 per annum, (OSD salary package)

**CENTRE** : Durban Regional Office

**REQUIREMENTS** : A Trade Test Certificate in Bricklaying in terms of provision of section 13(2) of the Man Power Training Act, 1981 as amended. N 2 or higher with appropriate relevant experience after the Trade Test, Valid drivers license Code 8/ higher. Knowledge of Computer. Knowledge of OHS Act 85 of 1993 and relevant regulations.

**DUTIES** : Be able to compile material quantities per project. Will be required to maintain Government Buildings including new work to buildings. Must be willing to work after hours and overtime if and when required. Be able to compile progress reports on projects. Monitor/ train/mentor artisans, assistants and learners regularly. Maintain good house-keeping in the Workshop and on site, Manage equipment, tools and machinery used as per OHS Act 85 of 1993. The job involves a lot of travelling. It will be expected the incumbent to climb ladders for inspection and maintenance of government buildings. Must have knowledge of Workshop equipment and tools of trade.

**ENQUIRIES** : Mr. MM Zuma, Cell: (072) 406 5212

**APPLICATIONS** : Durban Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X54315, Durban, 4000. Corner Dr Pixley Kasem and Samora Machel Streets Durban.

**FOR ATTENTION** : Ms NS Nxumalo

**POST 39/175** : **ARTISAN FOREMAN: PLUMBING REF NO: 2022/390**

**SALARY** : R308 826 per annum, (OSD salary package)

**CENTRE** : Durban Regional Office

**REQUIREMENTS** : A Trade Test Certificate in Plumbing in terms of provision of section 13(2) of the Man Power Training Act, 1981 as amended. N 2 or higher with 4 years relevant experience after the Trade Test, Valid driver's license Code 8/ higher. Knowledge of Computer. Knowledge of OHS Act 85 of 1993 and relevant regulations.

**DUTIES** : Be able to compile material quantities per project. Will be required to maintain Government Buildings including new work to buildings. Must be willing to work after hours and overtime if and when required. Be able to compile progress reports on projects. Monitor/ train/mentor artisans, assistants and learners regularly. Maintain good house-keeping in the Workshop and on site, Manage equipment, tools and machinery used as per OHS Act 85 of 1993. The job involves a lot of travelling. It will be expected the incumbent to climb ladders for inspection and maintenance of government buildings. Must have knowledge of Workshop equipment and tools of trade.

**ENQUIRIES** : Mr MM Zuma Tel No: 072 406 5212

**APPLICATIONS** : Durban Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X54315, Durban, 4000. Corner Dr Pixley Kasem and Samora Machel Streets Durban.

**FOR ATTENTION** : Ms NS Nxumalo

**POST 39/176** : **ARTISAN FOREMAN: CARPENTRY REF NO: 2022/391**

**SALARY** : R308 826 per annum, (OSD salary package)

**CENTRE** : Durban Regional Office

**REQUIREMENTS** : A Trade Test Certificate in Carpentry in terms of provision of section 13(2) of the Man Power Training Act, 1981 as amended. N 2 or higher, appropriate relevant experience after the Trade Test, Valid drivers license Code 8/ higher. Knowledge of Computer. Knowledge of OHS Act 85 of 1993 and relevant regulations.

**DUTIES** : Be able to compile material quantities per project. Will be required to maintain Government Buildings including new work to buildings. Must be willing to work after hours and overtime if and when required. Be able to compile progress reports on projects. Monitor/ train/mentor artisans, assistants and learners regularly. Maintain good house-keeping in the Workshop and on site, Manage equipment, tools and machinery used as per OHS Act 85 of 1993. The job involves a lot of travelling. It will be expected the incumbent to climb ladders for inspection and maintenance of government buildings. Must have knowledge of Workshop equipment and tools of trade.

**ENQUIRIES** : Mr MM Zuma: Cell: (072) 406 5212

**APPLICATIONS** : Durban Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X54315, Durban, 4000. Corner Dr Pixley Kasem and Samora Machel Streets Durban.

**FOR ATTENTION** : Ms NS Nxumalo

**POST 39/177** : **ADMINISTRATION OFFICER: PROPERTY ACQUISITIONS & LEASING REF NO: 2022/392**

**SALARY** : R261 372 per annum

**CENTRE** : Durban Regional Office

**REQUIREMENTS** : A three year tertiary qualification (NQF Level 6) in Property Management, Real Estate, Property Law or Public Management/Administration. Appropriate experience in the acquisition of property and Leasing in immovable property and property administration. Valid driver's license. Computer Literacy. Knowledge and understanding of government procurement processes, Contractual policies and procedures. Understanding of property acquisition and its trends. Understanding of derivative forms of acquisition of property.

**DUTIES** : Procure immovable properties to be utilised by client departments. Keep track of the property market and its trends. Effective management of renewal of leases. Draft submissions to Bid Committees. Attend to site visits and be willing to travel extensively and work independently for extra hours. Effective and efficient financial and risk Management in Leasing Portfolio. Conduct physical verification of leased properties. Attend Client forum meetings and report back to the Head of unit. Draft lease agreement, Submissions and other documentation resulting from lease negotiations. Advice Client Departments on issues related to property acquisition. Make reports to KAM and to head office. Perform administrative related duties within the office. Liaise with

landlords and clients to make sure that buildings are compliant to OHS and other building regulations. Attend to reconciliation of payment of rental to leased buildings to make sure that correct rental is being paid. Attend to AG queries to avoid audit queries. Capture leases on the Archibus system and other related government systems regularly.

**ENQUIRIES** : Mr. I Van Rooi Tel No: (031) 314 7033  
**APPLICATIONS** : Durban Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag X54315, Durban, 4000. Corner Dr Pixley Kasem and Samora Machel Streets Durban.  
**FOR ATTENTION** : Ms NS Nxumalo

**POST 39/178** : **ADMINISTRATION CLERK: IMMOVABLE ASSET REGISTER PROJECT & DATA ADMIN REF NO: 2022/393 (X2 POSTS)**  
(24 months contract)  
(Re-Advertisement: people who previously applied are encouraged to re-apply)

**SALARY** : R176 310 per annum  
**CENTRE** : Head Office (Pretoria)  
**REQUIREMENTS** : A Senior Certificate/Grade 12 or equivalent qualification with relevant experience in Immovable Asset Management, Geographic Information Systems (GIS) and State land Administration. Experience in verification of immovable assets (land and buildings), interpretation of CSG diagrams and Deeds information will be an added advantage. Computer literacy. Decision making skills. Negotiation skills. Excellent inter-personal skills and Communication skills. Good Verbal and written communication Skills. Ability to work under pressure and deadline driven.

**DUTIES** : General administrative responsibilities and functions to support the Assistant Director and Deputy Director. Support field workers with physical verification queries. Assist the Assistant Director and Deputy Director with monitoring tasks during implementation phase of various Immovable Asset Register projects. Monitor that all improvements to state property are appropriately identified and recorded in the IAR. Verify documents or information from numerous sources (Deeds Office, Surveyor-General, Municipalities, etc.). Perform such other duties, appropriate to the role, as may be required by the Assistant Director and Deputy Director.

**ENQUIRIES** : Mr. M Chauke Tel No: (012) 406 1144  
**APPLICATIONS** : Head Office Applications: The Director-General, Department of Public Works, Private Bag x65, Pretoria, 0001 or CGO Building, Cnr Bosman and Madiba Street, Pretoria.

**FOR ATTENTION** : Ms. NP Mudau

**POST 39/179** : **ADMINISTRATION CLERK: PAYMENTS REF NO: 2022/394**

**SALARY** : R176 310 per annum  
**CENTRE** : Head Office (Pretoria)  
**REQUIREMENTS** : A Senior Certificate/Grade 12 or equivalent qualification with experience in Logistics/ Supply Chain Management/ Purchasing Management/ Business Management/ Accounting/ Auditing / Finance or Administration. Knowledge of the Public Finance Management Act, Code of Conduct for Supply Chain Management Practitioners, Treasury Regulations and good verbal and written communication skills for the drafting of quality documentation. The ability to manage confidential information, advanced interpersonal and diplomacy skills, problem solving skills, decision making skills. Computer literacy and a driver's license are compulsory.

**DUTIES** : Assist with the payment of invoices within the Directorate Logistics. Verify invoices for compliance. Ensure certification of invoices. Prepare payment batches. Update the Reapatata system. Receive, record and verify invoices. Capture and maintain registers. Coordinate and collate weekly and monthly statistics. Compile and investigate the LOGIS commitments and LOGIS accruals, cost containment to National Treasury, open vouchers, travel management company accruals on BAS and SAGE system. Assist with the preparation of monthly, quarterly and annual financial inputs. Perform any other assigned duties in relation to the implementation of the Supply Chain Management processes.

**ENQUIRIES** : Ms. M Pule Tel No: (012) 406 1482

**APPLICATIONS** : Head Office Applications: The Director-General, Department of Public Works, Private Bag X65, Pretoria, 0001 or CGO Building, Cnr Bosman and Madiba Street, Pretoria.

**FOR ATTENTION** : Ms. NP Mudau

**POST 39/180** : **FOREMAN: CLEANING SERVICES REF NO: 2022/395 (X3 POSTS)**

**SALARY** : R147 459 per annum

**CENTRE** : Johannesburg Regional Office

**REQUIREMENTS** : A Grade 12/Senior Certificate/Abet Level 4. Appropriate relevant experience in cleaning services environment. Must be prepared to travel, willing to adapt work schedule in accordance with office requirements; exposure to hazardous working conditions. Knowledge of types and purposes of cleaning materials. Cleaning procedures. Operating cleaning equipment. Occupational health and safety, Labour Relations Act. Skills: Effective communication skills; numeracy; computer literacy; observation abilities; Ability to work with consultants, professionals and staff at various levels, ability to work independently.

**DUTIES** : Supervise cleaning services rendered-co-ordinate cleaning services; ensure the inspection of logistics and physical environments to ensure hygiene and cleanliness; supervise cleaning staff; compile cleaning reports. Effectively manage and control equipment and materials-identify resource requirements and special operational needs; monitor the condition and availability of cleaning equipment; ensure the maintenance/servicing of equipment; ensure the replenishment and distribution of cleaning equipment and materials; maintain the material register. Support the administration of the Section-identify staff requirements; support the administration of human resources; assess the performance of supervisors and cleaners; receive and submit leave of supervisors and cleaners.

**ENQUIRIES** : Mr K Muthivheli Tel No: (011) 713 6079

**APPLICATIONS** : Johannesburg Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag x3 Braamfontein, 2017 or hand deliver to No 78 Cnr De Beer and Korte, Braamfontein, 2017.

**FOR ATTENTION** : Mr M Mudau

**POST 39/181** : **CLEANER REF NO: 2022/396 (X15 POSTS)**

**SALARY** : R104 073 per annum

**CENTRE** : Johannesburg Regional Office

**REQUIREMENTS** : Grade 10 or standard 8, level 3 or equivalent qualifications. Good interpersonal skills, basic communication and literacy. Ability to perform cleaning routine tasks .Knowledge of usage of cleaning materials and equipment and will be added advantage.

**DUTIES** : Cleaning court and cells, cleaning toilets, basins and wall tiles, empty and wash floors. Sweeping passages, floors, offices and pavements. Scrubbing, moping and polishing floors. Dust and polish furniture. Cleaning windows, doors and walls, vacuuming offices and stripping floors.

**ENQUIRIES** : Mr K Muthivheli Tel No: (011) 713 6097

**APPLICATIONS** : Johannesburg Regional Office Applications: The Regional Manager, Department of Public Works, Private Bag x3 Braamfontein, 2017 or hand deliver to No 78 Cnr De Beer and Korte, Braamfontein, 2017

**FOR ATTENTION** : Mr M Mudau