



INTERNAL/EXTERNAL JOB FORUM

Our policy is to provide equal employment opportunities to all qualified persons without regard to race, religious belief, age, national origin, marital status, physical disability, HIV status, gender, social origin, culture, political opinion, conscience and sexual orientation. Persons with disabilities are encouraged to apply. The City of Tshwane is committed to employment equity. Preference may be given to appointable applicants from the underrepresented designated groups in terms of the City of Tshwane Employment Equity Plan. The City retains the right not to make an appointment and to verify all information provided by candidates.

Applicants should note that they will be required to provide proof of their qualifications or any other relevant documents (certified copies or original documents) during the selection process. Appointments will be subject to the positive verification of qualifications (from Grade 12 upwards). Any misrepresentation of qualifications or information on the application of an applicant, failure to present proof of claimed qualifications or fraudulent qualifications will disqualify a candidate for appointment. If it is an internal candidate, they may be disciplined for misconduct.

The online system closes at midnight on the closing date and no late applications can be accepted. If you do not receive correspondence from our office within 21 days of the application's closing date, please consider your application unsuccessful.

The City of Tshwane seeks to fill the positions as indicated in this job forum.

The complete job forum can be accessed by visiting the City of Tshwane public website (<https://www.tshwane.gov.za>) and clicking on *Documents* and then on *Job Forums* or alternatively clicking on *Notice board* or on *Quick Links*.

PLEASE APPLY ONLINE BY VISITING THE CITY OF TSHWANE PUBLIC WEBSITE AND CLICKING THE E-RECRUITMENT LINK (*not to be confused with e-Tshwane*) (*e-Recruitment is also located under both the E-services and the Careers links*)

Closing date: 3 February 2025
(Online applications will close at midnight.)

General enquiries: LJ Moleli (012 358 4346)
Recruitment Centre
Upper Ground Level, Middestad Building
252 Thabo Sehume Street
Pretoria CBD

Administration	IT	Managerial	Political	Professional	Safety, security and EMS
Secretarial		Semi-skilled labour	Support services	Technical	Unskilled labour

DEPARTMENT: WATER AND SANITATION

Division: Bulk and Waste Water Services

Section: Bulk Water Supply

Location: Pretoria Central

Reference number **PWWS364-2024**

Position **DIRECTOR: BULK WATER SUPPLY**

To be advertised **Internal** **External**

This position seeks to attract African female African male Coloured female Coloured male Indian female
Indian male White female White female Person with disability All categories

Job level T18

Scale R831 528,00 – R1 154 892,00 per annum

Estimated remuneration package R1 231 807,00 – R1 643 389,00 per annum

Job purpose To ensure the acquisition of sufficient bulk water for the City of Tshwane with an acceptable quality on a continuous basis so that all areas always have adequate water by purifying water from own sources, pumping water and blending this water in storage reservoirs for consumption, and to ensure the optimal use and conservation of these sources as well as the control and monitoring of water quality in Tshwane

Appointment requirements An appropriate three-year career-related tertiary qualification (national diploma, degree, BEng, BScEng or BTech degree) in Civil Engineering with specialisation in the Water field or any other study field related to the position
Professional registration with the Engineering Council of South Africa will be an added advantage
At least nine years' relevant experience in a municipal water environment of which at least four years should be at managerial level
Compliance with the MFMA unit standards, as prescribed by Regulation 4393 of 15 June 2007, as published in *Government Gazette 29967 of June 2007*, will be an added advantage
A valid Code B driving licence
Computer literacy

Personal attributes and/or competencies Sound knowledge of the relevant legislation that governs employment practices, such as the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003), the Employment Equity Act, 1998 (Act 55 of 1998), the Skills Development Act, 1998 (Act 97 of 1998), the Basic Conditions of Employment Act, 1997 (Act 75 of 1997) and the Labour Relations Act, 1995 (Act 66 of 1995); knowledge of corporate governance; considerable knowledge of modern policies and practices of public personnel administration; knowledge of principles and practices of municipal budget preparation and administration; knowledge of principles and practices of project management; business acumen; SAP proficiency

Primary functions	<p>Ensure a climate conducive to promoting and sustaining motivational levels, productivity and performance by directing and controlling outcomes associated with the use, productivity and performance of personnel within the section</p> <p>Ensure that accurate estimates are prepared in relation to requirements, prepare capital and operating estimates for the department and approve and control project-related expenditure against the budget allocations</p> <p>Identify and define immediate, short- and long-term objectives</p> <p>Oversee the operation and maintenance of reservoirs and bulk pipelines</p> <p>Oversee the operation and maintenance of electro-mechanical works</p> <p>Oversee the operation and maintenance of water treatment plants (Rietvlei, Temba, Roodeplaat and Bronkhorstspuit)</p> <p>Ensure and manage the execution of operational contracts</p> <p>Manage logistical, personnel and administrative operations</p> <p>Oversee the execution of preventative maintenance</p> <p>Oversee the acquisition of water from boreholes and fountains</p> <p>Assist with project management and the construction of components of the bulk system, reservoirs, pumping stations and pipelines</p>
SAP	S70006973
New/natural attrition	Natural attrition
Enquiries	T Mahlaela (012 358 4466) or S Mabase (012 358 1937)

Administration	IT	Managerial	Political	Professional	Safety, security and EMS
Secretarial		Semi-skilled labour	Support services	Technical	Unskilled labour

DEPARTMENT: Water and Sanitation
Division: Bulk and Waste Water Services
Section: Bulk Water Supply
Location: Pretoria Central

Reference number **PWWS365-2024**

Position **FOREMAN**

To be advertised **Internal** **External**

This position seeks to attract African female African male Coloured female Coloured male Indian female
Indian male White female White female Person with disability All categories

Job level T11

Scale R376 152,00 – R522 420,00 per annum

Estimated remuneration package R510 705,00 – R696 877,00 per annum

Job purpose To conduct general management of the welding workshop and supervision on sites for the timeous fabrication of pipe specials and leak repairs on bulk water pipelines

Appointment requirements Appropriate trade test certificate as Welder or Boilermaker from a recognised authority (red seal)
A hydraulic crane operators' certificate will be an added advantage
At least two years' relevant experience in a water environment of which at least one year should be at supervisory level
A valid Code EC unendorsed driving licence
Willingness and ability to work overtime as and when required

Personal attributes and/or competencies Good communication skills; ability to be creative; problem-solving skills; ability to work under pressure; willingness and ability to work as part of a team; ability to work in confined spaces, at high altitudes and below ground level in trenches; ability to work under an extreme workload and to deliver work within the required time planned; ability to plan effectively

Primary functions Conduct general management of the welding workshop in terms of the duties of the welders, tradesmen assistants and general workers
Ensure the availability of gas needed for welding works
Conduct procurement and/or budget management
Ensure that pipe specials, pipes, reservoir lids, steel doors, burglar proofs and general welding works needed at all bulk water reservoirs and pump stations are done with speed, with acceptable quality and satisfactory workmanship
Ensure that ample material is available for the fabrication of the items above
Ensure that welders always perform well through hands-on supervision
Liaise with regional colleagues
Perform project coordination and management on sizeable welding works

Report and make presentations to superiors
Conduct general human resources management and administration

SAP

S70007180

**New/natural
attrition**

Natural attrition

Enquiries

H Segolela (012 358 5810), D Nkhuna (012 358 3821) or M Nkadimeng
(012 358 6043)

Administration	IT	Managerial	Political	Professional	Safety, security and EMS
Secretarial		Semi-skilled labour	Support services	Technical	Unskilled labour

DEPARTMENT: WATER AND SANITATION

Division: Bulk and Waste Water Services

Section: Waste Water Treatment

Location: Cullinan/Rayton Waste Water Treatment Works Operations Plant

Reference number **PWWS366-2024**

Position **PROCESS CONTROLLER: WATER CARE (CLASS III)**
(3 POSTS)

To be advertised	Internal	External
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This position seeks to attract	African female Indian male	African male White female	Coloured female White female	Coloured male Person with disability	Indian female All categories
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Job level T9

Scale R299 868,00 – R416 484,00 per annum

Estimated remuneration package R413 610,00 – R533 784,00 per annum

Job purpose To conduct the effective and efficient operation of the waste water treatment process to treat waste water that is discharged to the various waste water treatment plants to meet the requirements of the authorisations issued according to the Water Act, 1956 (Act 54 of 1956) and to operate the mechanical, electrical and electronic equipment as well as the civil structures on the relevant section of the waste water treatment works

Appointment requirements An appropriate three-year career-related tertiary qualification (national diploma or degree) in Water Care, Chemical Engineering or Analytical Chemistry
Must be registered or legible to register as a Class III or higher Process Controller in terms of the National Water Act, 1998 (Act 36 of 1998) and current regulations
At least one year’s relevant experience at a water treatment plant
A valid Code B driving licence
Computer literacy
Willingness and ability to work overtime and shifts as and when required

Personal attributes and/or competencies Analytical, rational and creative thinking skills; ability to work on numerous and vastly different planning issues; ability to concentrate for prolonged periods; negotiating and interpersonal skills; quick decision-making ability with limited information available; ability to adapt to a changing environment and different views; willingness and ability to work as a team; physical fitness and health

Primary functions Control and supervise the anaerobic digestion, sludge-heating and dewatering facilities at a waste water works
Control and supervise subordinates
Oversee that duties are carried out in a safe working environment

Operate equipment, valves, pumps, digesters and the boiler, and control sludge to sludge lands

Receive and issue equipment and consumables, and maintain and clean store room

Maintain a hygienic workplace by removing rags, detritus, stones and grit, burning waste and scrubbing tanks, canals, railings, equipment, filters and work areas

SAP

S70007578; S70007579; S70007621

**New/natural
attrition**

New

Enquiries

E Masina (012 358 1069), D Nkhuna (012 358 3821) or M Nkadimeng (012 358 6043)

Administration	IT	Managerial	Political	Professional	Safety, security and EMS
Secretarial		Semi-skilled labour	Support services	Technical	Unskilled labour

DEPARTMENT: WATER AND SANITATION

Division: Water and Sanitation Infrastructure Planning and Implementation

Section: Infrastructure Planning and System Development Services

Location: Pretoria Central

Reference number **PWWS367-2024**

Position **DIRECTOR: INFRASTRUCTURE PLANNING AND SYSTEM DEVELOPMENT SERVICES**

To be advertised	Internal	External
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This position seeks to attract	African female Indian male	African male White female	Coloured female White female	Coloured male Person with disability	Indian female All categories
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Job level T18

Scale R831 528,00 – R1 154 892,00 per annum

Estimated remuneration package R1 231 807,00 – R1 643 389,00 per annum

Job purpose To manage and ensure water and sanitation planning, design and technical information management

Appointment requirements An appropriate three-year career-related tertiary qualification (national diploma or degree) in Civil Engineering with specialisation in the Water field
Professional registration with the Engineering Council of South Africa will be an added advantage
At least nine years' relevant experience in a municipal water environment of which at least four years should be at managerial level
Compliance with the MFMA unit standards, as prescribed by Regulation 4393 of 15 June 2007, as published in *Government Gazette 29967 of June 2007*, will be an added advantage
A valid Code B driving licence
Computer literacy

Personal attributes and/or competencies Sound knowledge of the relevant legislation that governs employment practices, such as the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003), the Employment Equity Act, 1998 (Act 55 of 1998), the Skills Development Act, 1998 (Act 97 of 1998), the Basic Conditions of Employment Act, 1997 (Act 75 of 1997) and the Labour Relations Act, 1995 (Act 66 of 1995); knowledge of corporate governance; considerable knowledge of modern policies and practices of public personnel administration; knowledge of principles and practices of municipal budget preparation and administration; knowledge of principles and practices of project management; business acumen

Primary functions Execute generic management functions
Execute generic financial functions

Provide long-term strategic plans for water and sanitation services provision
Provide technical investigations and designs of water and sanitation services for the implementation of sanitation services projects
Provide and maintain a technical and management information system for the Water and Sanitation Infrastructure Planning and Implementation Division
Provide financial management for water and sanitation services in compliance with legislation and corporate procedures
Ensure the development of policies, service standards and regulatory requirements for water services provision

SAP

S70006372

**New/natural
attrition**

Natural attrition

Enquiries

T Mahlaela (012 358 4466) or Brian Sonamzi (012 358 2501)

Administration	IT	Managerial	Political	Professional	Safety, security and EMS
Secretarial		Semi-skilled labour	Support services	Technical	Unskilled labour

DEPARTMENT: WATER AND SANITATION

Division: Water and Sanitation Infrastructure Planning and Implementation

Section: Infrastructure Planning and System Development Services

Location: Pretoria Central

Reference number	PWWS368-2024										
Position	ENGINEERING CONSULTANT: WATER AND SANITATION INFRASTRUCTURE PLANNING AND REGULATIONS MANAGEMENT										
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Job level	T15										
Scale	R591 864,00 – R822 036,00 per annum										
Estimated remuneration package	R785 266,00 – R1 078 232,00 per annum										
Job purpose	To assist in the execution of the water and sanitation strategic planning and regulation function										
Appointment requirements	<p>An appropriate three-year career-related tertiary qualification (national diploma or degree) in Civil Engineering with specialisation in the Water field Professional registration with the Engineering Council of South Africa will be an added advantage At least six years' relevant experience in a municipal water environment of which at least three years should be at supervisory level Compliance with the MFMA unit standards, as prescribed by Regulation 4393 of 15 June 2007, as published in <i>Government Gazette 29967 of June 2007</i>, will be an added advantage A valid Code B driving licence Computer literacy</p>										
Personal attributes and/or competencies	Negotiation skills; business acumen; leadership skills; project management skills; communication skills; analytical skills; organisational skills; budget management skills; integrity; intelligence; patience; innovative thinking skills; being energetic; imagination; flexibility; willingness to accept responsibility; decisiveness; ability to pay attention to detail										
Primary functions	<p>Assist with compiling and updating water and sanitation service planning studies Study existing source documents Do data collection and field work required for the execution of strategic planning Attend community participation and ward committee meetings to determine the needs of communities</p>										

Attend planning, steering and technical meetings at all levels to record and communicate information
Analyse technical information
Compile a database of available information and write reports
Do statistical analyses
Execute and update backlog studies
Attend steering committee meetings and provide inputs as required
Collect relevant data and information
Update existing planning and GIS information
Develop and update water system models
Analyse new development scenarios
Ensure the effective administration of projects and information
Liaise with legal services in connection with disputes, regulations and other legal documentation
Investigate complaints from the public and prepare responses
Compile a monthly progress report for the division
Prepare a database with information, trends and statistics

SAP S70006423

New/natural attrition Natural attrition

Enquiries M Nkadimeng (012 358 6043) or D Nkhuna (012 358 3821)

Administration	IT	Managerial	Political	Professional	Safety, security and EMS
Secretarial		Semi-skilled labour	Support services	Technical	Unskilled labour

DEPARTMENT: WATER AND SANITATION

Division: N/A

Section: Management and Administration Support

Location: Pretoria Central

Reference number	PWWS369-2024										
Position	SENIOR ADMINISTRATIVE OFFICER: REGISTRY										
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Job level	T11										
Scale	R376 152,00 – R522 420,00 per annum										
Estimated remuneration package	R510 705,00 – R696 877,00 per annum										
Job purpose	To manage and control the registration office, to provide an effective archive service to the division and to ensure the orderly and efficient flow of information in the execution of the division’s proceedings to ensure proper record management										
Appointment requirements	<p>Grade 12</p> <p>Archive management certificate will be an added advantage</p> <p>At least two years’ working experience in a registry office</p> <p>Supervisory experience will be an added advantage</p> <p>Computer literacy</p>										
Personal attributes and/or competencies	Ability to pay attention to detail; good time management skills in completing assigned tasks; ability to perform multiple tasks; ability to differentiate between tasks which are urgent and important; ability to work with people and under pressure; ability to work individually and in groups; being assertive in dealing and liaising with the public; being physically and mentally fit to carry out challenging tasks										
Primary functions	<p>Deal with incoming mail</p> <p>Check filing</p> <p>Exercise control over staff and activities in the Registration Office</p> <p>Maintain the communication network</p> <p>Deal with provincial and government gazettes and magazines</p> <p>Compile manuals, task descriptions and cross-reference guides</p> <p>Exercise control over the filing system</p> <p>Manage archives and the safekeeping and orderly disposal of archives</p> <p>Request files from the National Archivist</p> <p>Deal with enquiries and provide information</p>										
SAP	S70003931										

**New/natural
attrition**

Natural attrition

Enquiries

M Khumalo (012 358 4255), D Nkhuna (012 358 3821) or M Nkadameng
(012 358 6043)

Administration	IT	Managerial	Political	Professional	Safety, security and EMS
Secretarial		Semi-skilled labour	Support services	Technical	Unskilled labour

DEPARTMENT: WATER AND SANITATION

Division: N/A

Section: Management and Administration Support

Location: Pretoria Central

Reference number	PWWS370-2024										
Position	ADMINISTRATIVE OFFICER: FINANCE										
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Job level	T7										
Scale	R239 052,00 – R332 016,00 per annum										
Estimated remuneration package	R336 203,00 – R454 528,00 per annum										
Job purpose	To provide effective and efficient financial support services to the Water and Sanitation Department										
Appointment requirements	<p>Grade 12 with Accounting or Maths as subjects</p> <p>At least six months' relevant experience in a financial management environment</p> <p>Computer literacy</p> <p>SAP financial knowledge and experience will be an added advantage</p>										
Personal attributes and/or competencies	Good communication skills; organisational skills; negotiation skills; integrity; ability to pay attention to detail; independence regarding the execution of assigned duties; budget management skills; ability to work under pressure; willingness to accept responsibility; ability to work with deadlines										
Primary functions	<p>Receive requests from the cost centre owner to create a purchase requisition</p> <p>Process creditor invoices for payments</p> <p>Execute fund transfers in and between cost centre numbers</p> <p>Prepare journals to rectify wrongly booked transactions and to do interdepartmental payments</p> <p>Assist with general financial administration within the finance office</p> <p>Administer records and gather information used in the finance office</p> <p>Ensure proper record-keeping for payments processed</p> <p>Perform <i>ad hoc</i> tasks as requested by management</p>										
SAP	S70003946										
New/natural attrition	Natural attrition										
Enquiries	D Nkhuna (012 358 3821) or S Makopo (012 358 7667)										

Administration	IT	Managerial	Political	Professional	Safety, security and EMS
Secretarial		Semi-skilled labour	Support services	Technical	Unskilled labour

DEPARTMENT: WATER AND SANITATION

Division: Water and Sanitation Infrastructure Planning and Implementation

Section: Water Conservation and Demand Management

Location: 11 Johannes Ramokhoase Street

Reference number	PWWS371-2024										
Position	ENGINEERING TECHNICIAN: METERING AND WATER DEMAND MANAGEMENT (2 POSTS)										
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Job level	T12										
Scale	R421 284,00 – R585 120,00 per annum										
Estimated remuneration package	R568 150,00 – R776 683,00 per annum										
Job purpose	To render a technical support service to achieve a high level of service delivery related to metering processes										
Appointment requirements	<p>An appropriate three-year career-related tertiary qualification (national diploma or degree) in Civil Engineering</p> <p>Professional registration with the Engineering Council of South Africa will be an added advantage</p> <p>At least three years' relevant working experience in a local government water environment of which at least one year must be at supervisory level</p> <p>A valid Code B driving licence</p> <p>Computer literacy</p>										
Personal attributes and/or competencies	Negotiation skills; business acumen; leadership skills; project management skills; communication skills; analytical skills; organisational skills; budget management skills; integrity; intelligence; patience; innovative thinking skills; being energetic; imagination; flexible; willingness to accept responsibility; decisiveness; ability to pay attention to detail										
Primary functions	<p>Plan and delegate tasks</p> <p>Conduct quality control of all work carried out</p> <p>Perform administrative control</p> <p>Plan projects</p> <p>Liaise with supervisor, colleagues, contractors and the public</p> <p>Attend to public queries and complaints</p> <p>Check and verify payment certificates</p>										
SAP	S70006796; S70006845										
New/natural attrition	Natural attrition										
Enquiries	N Schmulian (012 358 5871), P Ngobeni (012 358 5824), M Nkadimeng (012 358 6043) or D Nkhuna (012 358 3821)										

Administration	IT	Managerial	Political	Professional	Safety, security and EMS
Secretarial		Semi-skilled labour	Support services	Technical	Unskilled labour

DEPARTMENT: WATER AND SANITATION

Division: Bulk and Waste Water Services

Section: Waste Water Treatment

Location: Zeekoegat Waste Water Treatment Works

Reference number	PWWS372-2024										
Position	FUNCTIONAL HEAD: WASTE WATER TREATMENT OPERATIONS (ZEEKOEGAT WASTE WATER TREATMENT WORKS)										
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Job level	T15										
Scale	R591 864,00 – R822 036,00 per annum										
Estimated remuneration package	R785 266,00 – R1 078 232,00 per annum										
Job purpose	To conduct the effective and efficient operation of the waste water treatment process to treat waste water that is discharged to the various waste water treatment plants to meet the requirements of the authorisations issued according to the Water Act, 1956 (Act 54 of 1956) and to operate the mechanical, electrical and electronic equipment as well as the civil structures on the relevant section of the waste water treatment works										
Appointment requirements	<p>An appropriate three-year career-related tertiary qualification (national diploma or degree) in Waste Water Treatment or Water Care</p> <p>At least six years' relevant working experience in a waste water treatment environment of which at least three years should be supervisory experience</p> <p>Registration or ability to register as a Class VI Process Controller with the Department of Water and Sanitation</p> <p>A valid Code B driving licence</p> <p>Computer literacy</p> <p>Willingness and ability to work outside of normal working hours and/or weekends and standby</p>										
Personal attributes and/or competencies	Analytical, rational and creative thinking skills; ability to work on numerous and vastly different planning issues; ability to concentrate for prolonged periods; negotiating and interpersonal skills; quick decision-making ability with limited information available; ability to adapt to a changing environment and different views; willingness and ability to work as part of a team; physical fitness and health										
Primary functions	<p>Control and supervise the waste water treatment works according to best practices and guidelines</p> <p>Manage the maintenance of the waste water treatment works</p>										

Establish and manage contracts
Conduct resource optimisation at the waste water treatment works
Enforce budget control
Keep records of logistical, personnel and administrative operations
Develop and maintain control systems where results are measured against planned performance and areas are identified where corrective action must be taken
Ensure that the activities of the waste water treatment works are carried out in the most effective way

SAP	S70008198
New/natural attrition	Natural attrition
Enquiries	E Masina (012 358 1069), K Esterhuyse (012 358 0702), M Nkadimeng (012 358 6043) or D Nkhuna (012 358 3821)

Administration	IT	Managerial	Political	Professional	Safety, security and EMS
Secretarial		Semi-skilled labour	Support services	Technical	Unskilled labour

DEPARTMENT: WATER AND SANITATION

Division: Bulk and Waste Water Services

Section: Waste Water Treatment

Location: Zeekoegat Waste Water Treatment Works

Reference number	PWWS373-2024										
Position	GENERAL WORKER: ZEEKOEKAT WASTE WATER TREATMENT WORKS										
To be advertised	<table border="1" style="width:100%; background-color:#e0e0e0;"> <tr> <td align="center" colspan="2">Internal</td> <td align="center" colspan="3">External</td> </tr> </table>	Internal		External							
Internal		External									
This position seeks to attract	<table border="1" style="width:100%; background-color:#e0e0e0;"> <tr> <td>African female</td> <td>African male</td> <td>Coloured female</td> <td>Coloured male</td> <td>Indian female</td> </tr> <tr> <td>Indian male</td> <td>White female</td> <td>White male</td> <td>Person with disability</td> <td>All categories</td> </tr> </table>	African female	African male	Coloured female	Coloured male	Indian female	Indian male	White female	White male	Person with disability	All categories
African female	African male	Coloured female	Coloured male	Indian female							
Indian male	White female	White male	Person with disability	All categories							
Job level	T1										
Scale	R150 048,00 – R175 368,00 per annum										
Estimated remuneration package	R222 917,00 – R255 145,00 per annum										
Job purpose	To execute general work at the waste water treatment works										
Appointment requirements	<p>Ability to perform duties</p> <p>Basic literacy</p> <p>Relevant general labour duty experience at a waste water treatment works will be an added advantage</p> <p>Physical fitness and health</p>										
Personal attributes and/or competencies	Ability to understand and follow given instructions; willingness to accept responsibility; ability to work as a team member or independently; good communication and listening skills; ability to make real-time work-related decisions										
Primary functions	<p>Maintain a clean and hygienic workplace</p> <p>Load and unload stores and equipment</p> <p>Dig and fill trenches, and maintain the site</p> <p>Execute <i>ad hoc</i> tasks as given by supervisor</p> <p>Ensure that working areas are kept clean and hygienic</p>										
SAP	S70008247										
New/natural attrition	Natural attrition										
Enquiries	E Masina (012 358 1069), M Nkadimeng (012 358 6043) or D Nkhuna (012 358 3821)										

Administration	IT	Managerial	Political	Professional	Safety, security and EMS
Secretarial		Semi-skilled labour	Support services	Technical	Unskilled labour

DEPARTMENT: WATER AND SANITATION

Division: Water and Sanitation Infrastructure Planning and Implementation

Section: Water Conservation and Demand Management

Location: Johannes Ramokhoase Street Depot

Reference number **PWWS374-2024**

Position **DEPUTY DIRECTOR: WATER DEMAND AND LOSS MANAGEMENT**

To be advertised	Internal	External
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This position seeks to attract	African female Indian male	African male White female	Coloured female White female	Coloured male Person with disability	Indian female All categories
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Job level T17

Scale R742 440,00 – R1 031 148,00 per annum

Estimated remuneration package R1 116 014,00 – R1 483 486,00 per annum

Job purpose To manage the Water Demand and Loss Management Subsection, including the control of various information systems, ensure the efficient functioning of municipal water distribution systems, reduce non-revenue water, ensure the accurate measurement of water supplied to customers and manage human, material and fleet resources

Appointment requirements An appropriate three-year career-related tertiary qualification (national diploma or degree) in Civil Engineering or a water-related degree
Professional registration as Professional Engineering Technologist with the Engineering Council of South Africa in terms of the Engineering Profession Act, 2000 (Act 46 of 2000) will be an added advantage
At least eight years' relevant experience in a municipal water environment, including experience in water conservation and demand management and/or water revenue management, of which at least four years should be at management level
Compliance with the MFMA unit standards, as prescribed by Regulation 4393 of 15 June 2007, as published in *Government Gazette 29967 of June 2007*, will be an added advantage
A valid Code B driving licence
Computer literacy

Personal attributes and/or competencies Integrity; intelligence; patience; innovative thinking skills; being energetic; imagination; flexibility; willingness; decisiveness; ability to pay attention to detail; negotiating skills; business acumen; leadership skills; project management skills; communication skills; analytical skills; organisational skills; advanced linguistic proficiency; ability to do presentations

Primary functions

- Ensure a reduction in water demand and water losses by drafting and implementing the City’s water conservation and demand management strategy
- Identify and define immediate, short- and long-term objectives to ensure the reduction of non-revenue water and the management of municipal water demand to be within the set limits
- Formulate and implement appropriate policies for the control of non-revenue water
- Manage water supply measurements, water sales and water consumer information
- Maintain an extensive enquiries and complaints system to address customer enquiries and complaints efficiently and effectively
- Assist Group Financial Services by maintaining an accurate meter database
- Oversee the investigation of any queries received from Group Financial Services regarding problems related to water consumption and water meters, such as readings, damaged meters, etc
- Manage the monitoring and control of audit activities concerning auditing and consumer metering
- Manage the coordination of credit control measures and operations
- Execute generic contract management functions to service providers rendering services for the subsection, including liaising with project managers from other sections executing water demand management-related projects, such as pipe replacement and pressure management

SAP S70031575

New/natural attrition Natural attrition

Enquiries T Mahlaela (012 358 4466) or Brian Sonamzi (012 358 2501)

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