



## 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, 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. A process of progressive elimination will also be embarked upon in instances where a considerable number of applicants meet the minimum requirements for a position.

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: 26 November 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

If you have trouble registering your profile or applying for these positions, send an email with a detailed description of the error or problem to [erecruithelp@tshwane.gov.za](mailto:erecruithelp@tshwane.gov.za).

Do not submit your application to this email address – it will not be accepted.

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

**DEPARTMENT: WATER AND SANITATION BUSINESS UNIT**

**Division: Bulk and Waste Water Services**

**Section: Waste Water Treatment**

**Location: Rietgat Waste Water Treatment Works (2 posts), Sunderland Ridge Waste Water Treatment Works (1 post), Rooiwal Waste Water Treatment Works (1 post)**

**Reference number** PWWS377-2025

**Position** GENERAL WORKER (4 POSTS)

|                         |          |          |
|-------------------------|----------|----------|
| <b>To be advertised</b> | Internal | External |
|-------------------------|----------|----------|

|                                       |                |              |                 |                        |                       |
|---------------------------------------|----------------|--------------|-----------------|------------------------|-----------------------|
| <b>This position seeks to attract</b> | African female | African male | Coloured female | Coloured male          | Indian female         |
|                                       | Indian male    | White female | White male      | Person with disability | <b>All categories</b> |

**Job level** T1

**Scale** R159 936,00 – R186 936,00 per annum

**Estimated remuneration package** R236 535,00 – R270 901,00 per annum

**Job purpose** To maintain a clean and hygienic workplace and assist in the operations and maintenance of the waste water treatment plant

**Appointment requirements** Ability to perform duties  
Basic literacy  
Relevant experience at a waste water treatment plant will be an added advantage  
Physical fitness and health with the mobility to carry out physical hard labour tasks  
Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost  
**Willingness and ability to work shifts as and when required**

**Personal attributes and/or competencies** Ability to understand and follow 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** Maintain a clean and hygienic workplace  
Load and unload material and equipment  
Perform *ad hoc* tasks as given by the supervisor  
Perform general work at the waste water treatment plant  
Ensure that working areas are kept clean and hygienic

**SAP** S70007991; S70007812; S70007993; S70008171

**New/natural attrition** Natural attrition

**Enquiries** R Phaswana (012 358 5376), B Mapimele (012 358 0713), T Semanya (012 666 7713), D Nkhuna (012 358 4233) or E Masina (012 358 1069)

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

**DEPARTMENT: WATER AND SANITATION BUSINESS UNIT**  
**Division: Water and Sanitation Infrastructure Planning and Implementation**  
**Section: Water Conservation and Demand Management**  
**Location: Pretoria Central**

|  |  |
|--|--|
| <b>Reference number</b>                        | <b>PWWS378-2025</b>  |
| <b>Position</b>                                | <b>GENERAL WORKER (3 POSTS)</b>  |
| <b>To be advertised</b>                        | Internal External  |
| <b>This position seeks to attract</b>          | African female African male Coloured female Coloured male Indian female<br>Indian male White female White male Person with disability <b>All categories</b>  |
| <b>Job level</b>                               | T1   |
| <b>Scale</b>                                   | R159 936,00 – R186 936,00 per annum  |
| <b>Estimated remuneration package</b>          | R236 535,00 – R270 901,00 per annum  |
| <b>Job purpose</b>                             | To assist the artisan with various tasks related to water demand management to achieve water conservation and reduce water demand  |
| <b>Appointment requirements</b>                | Ability to perform duties<br>Basic literacy<br>Relevant experience in water conservation and demand management will be an added advantage<br>Physical fitness and health<br>Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost |
| <b>Personal attributes and/or competencies</b> | 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  |
| <b>Primary functions</b>                       | Assist the artisans in providing an efficient service to minimise water losses in the water network<br>Ensure that working areas are kept clean and hygienic<br>Load and unload material and equipment<br>Dig and fill trenches and maintain the site<br>Execute <i>ad hoc</i> tasks as given by the supervisor                  |
| <b>SAP</b>                                     | S70006704; S70006705; S70006711  |
| <b>New/natural attrition</b>                   | Natural attrition  |
| <b>Enquiries</b>                               | P Majola (012 358 1181), M Nkadimeng (012 358 6043) or<br>D Nkhuna (012 358 4233)  |

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

**DEPARTMENT: WATER AND SANITATION BUSINESS UNIT**  
**Division: Water and Sanitation Infrastructure Planning and Implementation**  
**Section: Water Conservation and Demand Management**  
**Location: Johannes Ramokhoase Street, Pretoria Central**

**Reference number**      **PWWS379-2025**

**Position**                      **FUNCTIONAL HEAD: WATER DEMAND MANAGEMENT**

**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 male    Person with disability    **All categories**

**Job level**                      T15

**Scale**                              R630 852,00 – R876 180,00 per annum

**Estimated remuneration package**                      R835 923,00 – R1 148 180,00 per annum

**Job purpose**                      To manage operations within the water demand functional unit to implement and manage various initiatives to reduce non-revenue water in the City of Tshwane

**Appointment requirements**                      An appropriate three-year career-related tertiary qualification (national diploma or degree) in Civil Engineering (water related) 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 six years' relevant working experience in a water conservation and demand management environment  
Supervisory experience will be an added advantage  
Compliance with the unit standards of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003), as prescribed by Regulation 493 of 15 June 2007, as published in *Government Gazette 29967* of 15 June 2007, will be an added advantage  
A valid Code B driving licence  
Computer literacy  
Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost

**Personal attributes and/or competencies**                      Negotiation skills; business acumen; leadership skills; project management skills; communication skills; analytical skills; organisational skills; budget management skills; having integrity; intelligence; patience; innovative thinking skills; being energetic; imagination; flexibility; willingness to accept responsibility; decisiveness; ability to pay attention to detail, ability to do presentations

**Primary functions**                      Coordinate all non-revenue water-related tasks

Monitor and control tasks of subordinates  
Update information systems  
Provide support in addressing operational challenges within the water distribution network  
Execute and control various yearly contracts  
Manage fleet and equipment  
Execute financial management tasks  
Investigate complaints from the public and consumers

**New/natural attrition** Natural attrition

**SAP** S70006844

**Enquiries** N Schmulian (012 358 5871), 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 BUSINESS UNIT**

**Division: Bulk and Waste Water Services**

**Section: Waste Water Treatment**

**Location: Themba Waste Water Treatment Works and Rooiwal Waste Water Treatment Works**

|  |   |                 |                        |                       |               |               |             |              |            |                        |                       |
|--|---|-----------------|------------------------|-----------------------|---------------|---------------|-------------|--------------|------------|------------------------|-----------------------|
| <b>Reference number</b>                        | <b>PWWS380-2025</b>   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Position</b>                                | <b>ASSISTANT PROCESS CONTROLLER (CLASS 0) (3 POSTS)</b>   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>To be advertised</b>                        | <table border="1"> <tr> <td>Internal</td> <td>External</td> </tr> </table>  | Internal        | External               |                       |               |               |             |              |            |                        |                       |
| Internal                                       | External  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>This position seeks to attract</b>          | <table border="1"> <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><b>All categories</b></td> </tr> </table>  | African female  | African male           | Coloured female       | Coloured male | Indian female | Indian male | White female | White male | Person with disability | <b>All categories</b> |
| African female                                 | African male  | Coloured female | Coloured male          | Indian female         |               |               |             |              |            |                        |                       |
| Indian male                                    | White female  | White male      | Person with disability | <b>All categories</b> |               |               |             |              |            |                        |                       |
| <b>Job level</b>                               | T2  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Scale</b>                                   | R166 800,00 – R200 832,00 per annum   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Estimated remuneration package</b>          | R245 272,00 – R288 588,00 per annum   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Job purpose</b>                             | To support the process controller in the operation and maintenance of a waste water treatment works   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Appointment requirements</b>                | <p>Ability to perform duties</p> <p>Basic literacy</p> <p>Relevant working experience and knowledge of maintenance on mechanical equipment in the waste water treatment field will be an added advantage</p> <p>Physical fitness and health with the mobility to carry out physical hard labour tasks</p> <p>Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost</p> <p><b>Willingness and ability to work shifts as and when required</b></p> |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Personal attributes and/or competencies</b> | 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   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Primary functions</b>                       | <p>Maintain a clean and hygienic workplace</p> <p>Carry out limited maintenance on mechanical equipment by checking and refilling grease and oil levels</p> <p>Monitor and clean pumps</p> <p>Assist in the disposal of sludge</p> <p>Load and offload materials, tools, supplies and other equipment</p> <p>Dig and fill trenches and maintain the site</p> <p>Ensure that mechanical equipment functions properly</p> <p>Assisting the supervisor with <i>ad hoc</i> tasks as requested</p>   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>SAP</b>                                     | S70059731; S70008163; S70008146   |                 |                        |                       |               |               |             |              |            |                        |                       |

**New/natural attrition** Natural attrition

**Enquiries** R Phaswana (012 358 5376), L Mahlangu (012 358 8088), M Nkadimeng (012 358 6043), D Nkhuna (012 358 4233) or E Masina (012 358 1069)

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

**DEPARTMENT: WATER AND SANITATION BUSINESS UNIT**

**Division: N/A**

**Section: Management and Administrative Support**

**Location: Pretoria Central**

**Reference number**      **PWWS381-2025**

**Position**                      **SENIOR ADMINISTRATIVE OFFICER (FINANCE)**

**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**                              R400 944,00 – R556 836,00 per annum

**Estimated remuneration package**              R543 294,00 – R741 715,00 per annum

**Job purpose**                      To render a financial support services function to the department

**Appointment requirements**              Grade 12 with Accounting or Mathematics as a subject  
An appropriate three-year career-related tertiary qualification will be an added advantage  
At least two years' experience in a financial management environment  
Supervisory experience will be an added advantage  
SAP financial knowledge and experience will be an added advantage  
Computer literacy  
Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost

**Personal attributes and/or competencies**              Good communication skills; organisational skills; negotiation skills; having 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**              Reconcile creditor accounts  
Execute key accounts and contractor payments  
Prepare journals and accrual listings  
Prepare funds transfer documents  
Ensure reliable record-keeping of all transactions  
Assist with information during Auditor-General audits  
Assist during operating budget compilation  
Supervise subordinates and provide training and support

**SAP**                                      S70003867

**New/natural  
attrition**

Natural attrition

**Enquiries**

C Mzathu (012 358 4069), D Nkhuna (012 358 4233) 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 BUSINESS UNIT**

**Division: Bulk and Waste Water Services**

**Section: Waste Water Treatment**

**Location: Klipgat Waste Water Treatment Works (1 post), Daspoort Waste Water Treatment Works (1 post), Themba Waste Water Treatment Works (1 post)**

| <b>Reference number</b>                        | <b>PWWS382-2025</b>  |                 |                        |                       |               |               |             |              |              |                        |                       |
|--|--|-----------------|------------------------|-----------------------|---------------|---------------|-------------|--------------|--------------|------------------------|-----------------------|
| <b>Position</b>                                | <b>PROCESS CONTROLLER: WATER CARE (CLASS III) (3 POSTS)</b>  |                 |                        |                       |               |               |             |              |              |                        |                       |
| <b>To be advertised</b>                        | <table border="1"> <tr> <th>Internal</th> <th>External</th> </tr> </table>   | Internal        | External               |                       |               |               |             |              |              |                        |                       |
| Internal                                       | External   |                 |                        |                       |               |               |             |              |              |                        |                       |
| <b>This position seeks to attract</b>          | <table border="1"> <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 female</td> <td>Person with disability</td> <td><b>All categories</b></td> </tr> </table>   | African female  | African male           | Coloured female       | Coloured male | Indian female | Indian male | White female | White female | Person with disability | <b>All categories</b> |
| African female                                 | African male   | Coloured female | Coloured male          | Indian female         |               |               |             |              |              |                        |                       |
| Indian male                                    | White female   | White female    | Person with disability | <b>All categories</b> |               |               |             |              |              |                        |                       |
| <b>Job level</b>                               | T9   |                 |                        |                       |               |               |             |              |              |                        |                       |
| <b>Scale</b>                                   | R319 620,00 – R443 916,00 per annum  |                 |                        |                       |               |               |             |              |              |                        |                       |
| <b>Estimated remuneration package</b>          | R439 783,00 – R597 989,00 per annum  |                 |                        |                       |               |               |             |              |              |                        |                       |
| <b>Job purpose</b>                             | To effectively and efficiently operate the waste water treatment process so that it discharges effluent to meet the requirements of the authorisations issued according to the National Department of Water and Sanitation, such as the Water Act, 1998 (Act 36 of 1998), and to control and supervise the operation of mechanical, electrical and electronic equipment as well as the civil structures on waste water treatment works   |                 |                        |                       |               |               |             |              |              |                        |                       |
| <b>Appointment requirements</b>                | <p>Must be registered or eligible to register as a Class IV or higher Process Controller in terms of the Water Services Act, 1997 (Act 108 of 1997 and current regulations under Regulation 3630</p> <p><i>(Certificate in Wastewater Process Control (NQF3) with 8 years of experience; <b>OR</b> Certificate in Wastewater Process Control (NQF4) with 6 years of experience; <b>OR</b> Matric/Grade 12 plus N3 in Wastewater Practise with 5 years of experience; <b>OR</b> National Diploma in Water Care with 1 year of experience; <b>OR</b> B Tech/National Higher Diploma in Water Care with 0 years of experience)</i></p> <p>A valid Code B driving licence will be an added advantage</p> <p>Computer literacy</p> <p>Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost</p> <p><b>Willingness and ability to work overtime and shifts as and when required</b></p> |                 |                        |                       |               |               |             |              |              |                        |                       |
| <b>Personal attributes and/or competencies</b> | 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  |                 |                        |                       |               |               |             |              |              |                        |                       |
| <b>Primary functions</b>                       | Control and supervise all treatment units at a waste water works   |                 |                        |                       |               |               |             |              |              |                        |                       |

Control and supervise subordinates  
Oversee that duties are carried out in a safe working environment  
Receive and issue equipment and consumables  
Maintain and clean storeroom  
Maintain a hygienic workplace

**SAP** S700059698; S70007700; S70059694

**New/natural  
attrition** Natural attrition

**Enquiries** W Els (012 358 0678), E Masina (012 358 1069), M Nkadimeng (012 358 6043) or  
D Nkhuna (012 358 4233)

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

**DEPARTMENT: WATER AND SANITATION BUSINESS UNIT**

**Division: Bulk and Waste Water Services**

**Section: Waste Water Treatment**

**Location: Daspoort**

**Reference number**      **PWWS383-2025**

**Position**                      **ADMINISTRATIVE OFFICER**

**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**                      T7

**Scale**                              R254 808,00 – R353 892,00 per annum

**Estimated remuneration package**              R357 290,00 – R483 405,00 per annum

**Job purpose**                      To render an administrative support service at the waste water treatment works

**Appointment requirements**              Grade 12  
 At least six months' experience in an administrative support service environment  
 A valid Code B driving licence will be an added advantage  
 Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost  
 Computer literacy

**Personal attributes and/or competencies**              Good communication skills; organisational skills; having integrity; ability to pay attention to detail; independence regarding the execution of assigned duties; budget monitoring skills; ability to work under pressure; willingness to accept responsibility; ability to work with deadlines

**Primary functions**              Provide general administrative support  
 Provide personnel administration and support  
 Provide logistical and auxiliary services

**SAP**                                      S70007490

**New/natural attrition**              Natural attrition

**Enquiries**                      M Nkadimeng (012 358 6043), D Nkhuna (012 358 4233) or  
 E Masina (012 358 1069)

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

**DEPARTMENT: WATER AND SANITATION BUSINESS UNIT**

**Division: Bulk and Waste Water Services**

**Section: Bulk Water Supply**

**Location: Johannes Ramokhoase Street, Pretoria Central**

**Reference number**      **PWWS384-2025**

**Position**                      **ARTISAN ASSISTANT (2 POSTS)**

|                         |                 |                 |
|-------------------------|-----------------|-----------------|
| <b>To be advertised</b> | <b>Internal</b> | <b>External</b> |
|-------------------------|-----------------|-----------------|

|                                       |                |              |                 |                        |                       |
|---------------------------------------|----------------|--------------|-----------------|------------------------|-----------------------|
| <b>This position seeks to attract</b> | African female | African male | Coloured female | Coloured male          | Indian female         |
|                                       | Indian male    | White female | White male      | Person with disability | <b>All categories</b> |

**Job level**                      T2

**Scale**                              R166 800,00 – R200 832,00 per annum

**Estimated remuneration package**  
R245 272,00 – R288 588,00 per annum

**Job purpose**                      To assist the artisan in executing preventative maintenance work at the waste water treatment plant

**Appointment requirements**  
 Ability to perform duties  
 Basic literacy  
 Relevant experience in a municipal water network maintenance environment will be an added advantage  
 Physical fitness and health with no back problems with the ability to operate and execute maintenance activities for continuous periods  
 Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost  
**Willingness and ability to work shifts and standby**

**Personal attributes and/or competencies**  
 Positive attitude; good health; good communication skills; dependability and trustworthiness; ability to understand and execute the supervisor's instructions; no fear of heights; no serious physical disabilities; no back problems

**Primary functions**  
 Handle applicable equipment and tools in the execution of duties  
 Dig and backfill trenches and abide by set safety rules when digging trenches, including placing shoring where necessary or as prescribed  
 Unblock municipal and private sewer blockages with the use of the correct sewer tools  
 Prepare safe working areas  
 Dig for connections and break concrete where construction work must be done  
 Fill and compact trenches  
 Load and offload material, equipment, etc for specific tasks  
 Mix and place concrete  
 Handle building material  
 Clean and maintain vehicles, tools and equipment

Clean properties and work areas after completing tasks  
Assume responsibilities of the team supervisor in the absence of the artisan

**SAP** S70007319; S70007363

**New/natural attrition** Natural attrition

**Enquiries** P Nel (012 358 5840), D Nkhuna (012 358 4233) 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 BUSINESS UNIT**

**Division: Bulk and Waste Water Services**

**Section: Bulk Water Supply**

**Location: Johannes Ramokhoase Street, Pretoria Central**

| <b>Reference number</b>                        | <b>PWWS385-2025</b>  |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
|--|--|-----------------|------------------------|-----------------------|--|--|----------------|--------------|-----------------|---------------|---------------|-------------|--------------|------------|------------------------|-----------------------|
| <b>Position</b>                                | <b>GENERAL WORKER</b>  |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>To be advertised</b>                        | <table border="1"> <tr> <th align="left" colspan="2">Internal</th> <th align="left" colspan="3">External</th> </tr> <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><b>All categories</b></td> </tr> </table>  | Internal        |                        | External              |  |  | African female | African male | Coloured female | Coloured male | Indian female | Indian male | White female | White male | Person with disability | <b>All categories</b> |
| Internal                                       |  | External        |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| African female                                 | African male   | Coloured female | Coloured male          | Indian female         |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| Indian male                                    | White female   | White male      | Person with disability | <b>All categories</b> |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>This position seeks to attract</b>          |  |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Job level</b>                               | T1   |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Scale</b>                                   | R159 936,00 – R186 936,00 per annum  |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Estimated remuneration package</b>          | R236 535,00 – R270 901,00 per annum  |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Job purpose</b>                             | To assist the supervisor in the execution of their duties for the general maintenance of the bulk water network  |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Appointment requirements</b>                | <p>Ability to perform duties</p> <p>Basic literacy</p> <p>Relevant experience in a municipal water network maintenance environment will be an added advantage</p> <p>Physical fitness and health with no back problems with the ability to conduct operation and maintenance activities for continuous periods</p> <p>Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost</p> |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Personal attributes and/or competencies</b> | 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  |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Primary functions</b>                       | <p>Excavate and backfill trenches</p> <p>Assist the supervisor with bulk supply-related issues</p> <p>Conduct maintenance of tools and equipment</p>   |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>SAP</b>                                     | S70007211  |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>New/natural attrition</b>                   | Natural attrition  |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Enquiries</b>                               | H Segolela (012 358 5801), D Nkhuna (012 358 4233) 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 BUSINESS UNIT**

**Division: Waste Water Collection and Water Distribution**

**Section: Waste Water Collection and Water Distribution (Regions), Waste Water Collection**

**Location: Soshanguve**

| <b>Reference number</b>                        | <b>PWWS386-2025</b>  |                 |                        |                       |               |               |             |              |            |                        |                       |
|--|--|-----------------|------------------------|-----------------------|---------------|---------------|-------------|--------------|------------|------------------------|-----------------------|
| <b>Position</b>                                | <b>ARTISAN (PLUMBER)</b>   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>To be advertised</b>                        | <table border="1"> <tr> <th>Internal</th> <th>External</th> </tr> </table>   | Internal        | External               |                       |               |               |             |              |            |                        |                       |
| Internal                                       | External   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>This position seeks to attract</b>          | <table border="1"> <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><b>All categories</b></td> </tr> </table>   | African female  | African male           | Coloured female       | Coloured male | Indian female | Indian male | White female | White male | Person with disability | <b>All categories</b> |
| African female                                 | African male   | Coloured female | Coloured male          | Indian female         |               |               |             |              |            |                        |                       |
| Indian male                                    | White female   | White male      | Person with disability | <b>All categories</b> |               |               |             |              |            |                        |                       |
| <b>Job level</b>                               | T10  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Scale</b>                                   | R357 972,00 – R497 184,00 per annum  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Estimated remuneration package</b>          | R488 598,00 – R665 789,00 per annum  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Job purpose</b>                             | To repair and maintain all the components of the water network, such as pipelines, valves, air valves, water meters and fire hydrants, and to upgrade the water reticulation system  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Appointment requirements</b>                | <p>Trade certificate as Artisan Plumber from a recognised authority (Red Seal certificate)</p> <p>At least two year’s relevant experience in a waste water collection environment</p> <p>A valid Code C1 driving licence with a valid PrDP</p> <p>Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost</p> <p><b>Willingness to work shifts, standby and overtime</b></p>  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Personal attributes and/or competencies</b> | Good communication skills; having integrity; innovative thinking skills; ability to work in confined spaces, at high altitudes and below ground level in trenches; ability to plan effectively and work with minimum supervision and assistance; ability to do physical work related to operation and maintenance activities for continuous periods; ability to work under an extreme workload and deliver work within the required time planned; willingness to accept responsibility; ability to work in a group; ability to work under pressure; ability to adjust to changing circumstances; physical and mental fitness |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Primary functions</b>                       | <p>Repair collapsed sewer pipes</p> <p>Repair blocked drains and sewer pipes</p> <p>Conduct maintenance on sewer pipelines</p> <p>Conduct maintenance on sewer pump stations</p> <p>Supervise subordinates and render a support service</p>  |                 |                        |                       |               |               |             |              |            |                        |                       |

Execute general responsibilities, such as completing time sheets and leave forms, ensuring compliance with the Occupational Health and Safety Act, 1993 (Act 85 of 1993) and attending to personnel issues in teams  
Manage the performance of subordinates

**SAP** S70059711

**New/natural attrition** Natural attrition

**Enquiries** M Supe (012 358 7108) 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 BUSINESS UNIT**

**Division: Water and Sanitation Infrastructure Planning and Implementation**

**Section: Water Conservation and Demand Management**

**Location: Pretoria Central**

| <b>Reference number</b>                        | <b>PWWS387-2025</b>   |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
|--|---|-----------------|------------------------|-----------------------|--|--|----------------|--------------|-----------------|---------------|---------------|-------------|--------------|------------|------------------------|-----------------------|
| <b>Position</b>                                | <b>DIRECTOR: WATER CONSERVATION AND DEMAND MANAGEMENT</b>   |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>To be advertised</b>                        | <table border="1"> <tr> <th>Internal</th> <th colspan="4">External</th> </tr> <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><b>All categories</b></td> </tr> </table>   | Internal        | External               |                       |  |  | African female | African male | Coloured female | Coloured male | Indian female | Indian male | White female | White male | Person with disability | <b>All categories</b> |
| Internal                                       | External  |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| African female                                 | African male  | Coloured female | Coloured male          | Indian female         |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| Indian male                                    | White female  | White male      | Person with disability | <b>All categories</b> |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>This position seeks to attract</b>          |   |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Job level</b>                               | T18   |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Scale</b>                                   | R886 296,00 – R1 230 960,00 per annum   |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Estimated remuneration package</b>          | R1 300 149,00 – R1 738 842,00 per annum   |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Job purpose</b>                             | To ensure water and sanitation consumer services to local and cross-border customers through metering, measuring, auditing, water conservation and demand management, as well as education, communication and awareness   |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Appointment requirements</b>                | <p>An appropriate three-year career-related tertiary qualification: BEng or BScEng or BTech degree in Civil Engineering with specialisation in the water field or any other study field related to the position</p> <p>Professional registration will be an added advantage</p> <p>At least nine years' relevant experience in the 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 managerial level</p> <p>A valid Code B driving licence</p> <p>Computer literacy</p> <p>Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost</p> |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Personal attributes and/or competencies</b> | 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**

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, an increase in water conservation and the management of municipal water demand to be within set limits and objectives  
Educate all consumers on relevant water and sanitation issues and promote the importance of water conservation

Manage water supply measurements, water sales and water consumer information

Ensure good financial planning and management by preparing capital and operating estimates, approving and controlling project-related expenditure against budget allocations, as well as monitoring and enforcing effective financial controls, corporate governance and financial compliance throughout the area of accountability

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

Develop, plan, implement and drive a water metering and management strategy in response to the organisational strategy

Develop, plan, implement and drive a revenue and revenue enhancement master plan

Manage water metering and revenue management functions, ensuring effective identification of needs, requirements, measurements, reporting and communication

Facilitate, establish and review water revenue practices, policies and procedures within the area of accountability

Ensure compliance with the relevant water acts and regulatory framework in terms of overall compliance

**SAP**

S70006569

**New/natural attrition**

Natural attrition

**Enquiries**

T Mahlaela (012 358 4466)

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

**DEPARTMENT: WATER AND SANITATION BUSINESS UNIT**

**Division: Water and Sanitation Infrastructure Planning and Implementation**

**Section: Infrastructure Planning and System Development Services**

**Location: Pretoria Central**

|  |  |                 |                        |                       |               |               |             |              |            |                        |                       |
|--|--|-----------------|------------------------|-----------------------|---------------|---------------|-------------|--------------|------------|------------------------|-----------------------|
| <b>Reference number</b>                        | <b>PWWS388-2025</b>  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Position</b>                                | <b>DEPUTY DIRECTOR: WATER AND SANITATION SYSTEM DEVELOPMENT</b>  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>To be advertised</b>                        | <table border="0" style="width:100%; background-color:#e0e0e0;"> <tr> <td align="center" colspan="2"><b>Internal</b></td> <td align="center" colspan="3"><b>External</b></td> </tr> </table>   | <b>Internal</b> |                        | <b>External</b>       |               |               |             |              |            |                        |                       |
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| African female                                 | African male   | Coloured female | Coloured male          | Indian female         |               |               |             |              |            |                        |                       |
| Indian male                                    | White female   | White male      | Person with disability | <b>All categories</b> |               |               |             |              |            |                        |                       |
| <b>Job level</b>                               | T17  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Scale</b>                                   | R791 352,00 – R1 099 056,00 per annum  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Estimated remuneration package</b>          | R1 178 103,00 – R1 569 752,00 per annum  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Job purpose</b>                             | To facilitate, manage and control, in the regional context, the practical expansion of the city's water and sewer infrastructure by City, provincial and private developers and outside parties  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Appointment requirements</b>                | <p>An appropriate three-year career-related tertiary qualification: BEng or BScEng or BTech degree in Civil Engineering with specialisation in Water or Urban or any other study field related to the position</p> <p>Registration as a Professional Engineer/Technologist with the Engineering Council of South Africa will be an advantage</p> <p>At least eight years' relevant experience in the municipal water environment, including experience in a water and sanitation planning and design, project management and township establishment processes</p> <p>Supervisory experience will be an added advantage</p> <p>Compliance with the unit standards of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003), as prescribed by Regulation 493 of 15 June 2007, as published in <i>Government Gazette</i> 29967 of 15 June 2007, will be an added advantage</p> <p>A valid Code B driving licence</p> <p>Computer literacy</p> <p>Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost</p> |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Personal attributes and/or competencies</b> | Leadership skills; decision-making skills; negotiating skills; communication skills; analytical thinking skills; presentation skills; project management skills; business acumen; advanced linguistic proficiency; technical and report writing skills; innovative thinking skills; willingness to accept responsibility; ability to   |                 |                        |                       |               |               |             |              |            |                        |                       |

meet strict deadlines; knowledge of Wadiso, Susan, IBIS, the Spatial Planning and Land Use Management, 2013 (Act 16 of 2013) and the City of Tshwane Land Use Management By-law; exposure to the application of applicable norms, standards, procedures and policies of Council; ability to adhere to national and provincial acts and policies; ability to make high-risk decisions of a long-term and strategic nature

## **Primary functions**

Facilitate, manage and control, in a regional context, the practical expansion of the city's water and sewer infrastructure by City, provincial and private developers and outside parties, including all service agreements and requirements of the total process from the point of application to the final takeover, on behalf of the City, of water and sewerage installations in new townships as well as scheme amendments such as consent uses, rezoning and subdivisions in existing townships requiring infrastructure extensions or amendments

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

Monitor and control the section budget so that income and expenditure are in line with Council requirements

Prepare and submit the operational budget

Manage the operational budget

Manage assets within the section

Facilitate developments and control the practical expansion of the city's water and sanitation infrastructure by private developers, state departments and the City

Evaluate township applications regarding water and sanitation services

Evaluate township applications regarding conditions of establishment

Draft recommendations regarding conditions to be adhered to by the developer

Liaise and communicate with developers, town planners, consulting engineers and all other concerned parties regarding water and sanitation systems for new developments

Assess the capacity, availability and required augmentation of infrastructure to support the application

Evaluate, advise on amendments and ultimately approve engineering designs and drawings for water and sewer infrastructure for township developments, as well as private infrastructure for sectional title developments and Section 21 companies

Compile service agreements

Consult with engineering consultants and ensure that they attend site meetings during the construction phase of township development to ensure that new infrastructure is constructed according to municipal standards

Oversee engineering consultants to ensure that they undertake inspections before services are taken over

Control the calculation, provision and cancellation of financial guarantees for new infrastructure by developers

Implement policies regarding water and sanitation contributions by developers as well as policies on incentives for development

Control appropriate legal aspects of township establishment as far as water and sanitation services are concerned

Liaise with engineering consultants to ensure that as built drawings are provided for record purposes  
Evaluate and approve building plans concerning water and sanitation issues  
Provide technical input into the Integrated Development Plan and liaise with ward committees, community organisations and officials from other divisions  
Oversee engineering consultants to ensure new assets created through township developments are registered in the asset register

**SAP**

S70006429

**New/natural attrition**

Natural attrition

**Enquiries**

M Myanga (012 358 7991) or T Mahlaela (012 358 4466)

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

**DEPARTMENT: WATER AND SANITATION BUSINESS UNIT**

**Division: Bulk and Waste Water Services**

**Section: Bulk Water Supply**

**Location: Johannes Ramokhoase Street, Pretoria Central**

| <b>Reference number</b>                        | <b>PWWS389-2025</b>  |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
|--|--|-----------------|------------------------|-----------------------|--|--|----------------|--------------|-----------------|---------------|---------------|-------------|--------------|------------|------------------------|-----------------------|
| <b>Position</b>                                | <b>DEPUTY DIRECTOR: ELECTROMECHANICAL WORKS</b>  |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>To be advertised</b>                        | <table border="1"> <tr> <th>Internal</th> <th colspan="4">External</th> </tr> <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><b>All categories</b></td> </tr> </table>  | Internal        | External               |                       |  |  | African female | African male | Coloured female | Coloured male | Indian female | Indian male | White female | White male | Person with disability | <b>All categories</b> |
| Internal                                       | External   |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| African female                                 | African male   | Coloured female | Coloured male          | Indian female         |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| Indian male                                    | White female   | White male      | Person with disability | <b>All categories</b> |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>This position seeks to attract</b>          |  |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Job level</b>                               | T17  |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Scale</b>                                   | R791 352,00 – R1 099 056,00 per annum  |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Estimated remuneration package</b>          | R1 178 103,00 – R1 569 752,00 per annum  |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Job purpose</b>                             | To oversee the maintenance and operations of the electromechanical works at reservoirs, pump stations and cathodic protection sites including welding works and the telemetry system, to ensure and manage the execution of operational contracts, to manage logistical, personnel and administrative operations, to oversee the execution of preventative maintenance on pump station infrastructure and the associated works   |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Appointment requirements</b>                | <p>An appropriate three-year career-related tertiary qualification: BEng or BScEng or BTech degree, National Diploma in Electrical or Electronic Engineering or any other study field related to the position</p> <p>Registration as a Professional Engineer/Technologist with the Engineering Council of South Africa will be an added advantage</p> <p>At least eight years' relevant experience in the municipal water environment, including experience in a water and sanitation electromechanical works at reservoirs, pump stations and cathodic protection sites</p> <p>Supervisory experience will be an added advantage</p> <p>Compliance with the unit standards of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003), as prescribed by Regulation 493 of 15 June 2007, as published in Government Gazette 29967 of 15 June 2007, will be an added advantage</p> <p>A valid Code B driving licence</p> <p>Computer literacy</p> <p>Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost</p> |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |
| <b>Personal attributes and/or competencies</b> | Leadership skills; decision-making skills; negotiating skills; communication skills; analytical thinking skills; presentation skills; project management skills; business acumen; advanced linguistic proficiency; technical and report writing skills;  |                 |                        |                       |  |  |                |              |                 |               |               |             |              |            |                        |                       |

innovative thinking skills; willingness to accept responsibility; ability to meet strict deadlines; knowledge of telemetry, electromechanics and execution; exposure to the application of applicable norms, standards, procedures and policies of Council; ability to adhere to national and provincial acts and policies; ability to make high-risk decisions of a long-term and strategic nature

**Primary functions**

Oversee the maintenance and operations of the electromechanical works at reservoirs, pump stations and cathodic protection sites including welding works and the telemetry system

Ensure and manage the execution of operational contracts

Manage logistical, personnel and administrative operations

Oversee the execution of preventative maintenance on pump station infrastructure and the associated works

**SAP**

S70007177

**New/natural attrition**

Natural attrition

**Enquiries**

K Molema (012 358 5807) or T Mahlaela (012 358 4466)

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

**DEPARTMENT: WATER AND SANITATION BUSINESS UNIT**

**Division: Water and Sanitation Infrastructure Planning and Implementation**

**Section: Infrastructure Provision**

**Location: 11 Johannes Ramokhoase Street**

|  |  |                 |                        |                       |               |               |             |              |            |                        |                       |
|--|--|-----------------|------------------------|-----------------------|---------------|---------------|-------------|--------------|------------|------------------------|-----------------------|
| <b>Reference number</b>                        | <b>PWWS390-2025</b>  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Position</b>                                | <b>SYSTEM INSPECTOR</b>  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>To be advertised</b>                        | <table border="0" 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        |                        |                       |               |               |             |              |            |                        |                       |
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| African female                                 | African male   | Coloured female | Coloured male          | Indian female         |               |               |             |              |            |                        |                       |
| Indian male                                    | White female   | White male      | Person with disability | <b>All categories</b> |               |               |             |              |            |                        |                       |
| <b>Job level</b>                               | T12  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Scale</b>                                   | R449 040,00 – R623 664,00 per annum  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Estimated remuneration package</b>          | R604 511,00 – R826 774,00 per annum  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Job purpose</b>                             | To ensure that all construction and maintenance obligations are done in compliance with and accordance with the standards and specification of the City of Tshwane   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Appointment requirements</b>                | <p>Trade certificate as Artisan Plumber from a recognised authority (Red Seal certificate)</p> <p>At least three years' relevant experience in the municipal water network distribution environment after obtaining qualification</p> <p>A valid Code B driving licence</p> <p>Computer literacy</p> <p>Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost</p>   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Personal attributes and/or competencies</b> | Negotiating skills; leadership skills; communication skills; analytical skills; organisational skills; technical skills; ability to pay attention to detail; flexibility; willingness to accept responsibility; high hand-eye coordination; excellent eyesight   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Primary functions</b>                       | <p>Visit construction and maintenance sites where the construction and upgrading of water and sewers are being installed and constructed</p> <p>Ensure that inspections take place on an <i>ad hoc</i> basis for the purpose of quality control rather than for intensive site supervision</p> <p>Attend to several administrative tasks</p> <p>Arrange meetings with contractors for inspection purposes</p> <p>Address telephonic enquiries and complaints on-site</p> <p>Give assistance to contractors in solving problems with detail design plans, construction and maintenance work</p> |                 |                        |                       |               |               |             |              |            |                        |                       |

Confirm progress, quality and problems with the senior engineer and deputy directors daily  
Check plans for correctness and for record-keeping purposes  
Compile progress reports with reference to works inspections  
Keep records of minutes of meetings that were attended to as well as site inspections

|                              |  |
|------------------------------|--|
| <b>SAP</b>                   | S70006534  |
| <b>New/natural attrition</b> | Natural attrition  |
| <b>Enquiries</b>             | R Juta (012 358 7772), P Botha (012 358 5751), 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 BUSINESS UNIT**

**Division: Bulk and Waste Water Services**

**Section: Waste Water Treatment**

**Location: Daspoort**

| <b>Reference number</b>                        | <b>PWWS391-2025</b>   |                 |                        |                       |               |               |             |              |            |                        |                       |
|--|---|-----------------|------------------------|-----------------------|---------------|---------------|-------------|--------------|------------|------------------------|-----------------------|
| <b>Position</b>                                | <b>SECRETARY</b>  |                 |                        |                       |               |               |             |              |            |                        |                       |
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| African female                                 | African male  | Coloured female | Coloured male          | Indian female         |               |               |             |              |            |                        |                       |
| Indian male                                    | White female  | White male      | Person with disability | <b>All categories</b> |               |               |             |              |            |                        |                       |
| <b>Job level</b>                               | T9  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Scale</b>                                   | R319 620,00 – R443 916,00 per annum   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Estimated remuneration package</b>          | R439 783,00 – R597 989,00 per annum   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Job purpose</b>                             | To render effective and efficient secretarial support of the Director: Waste Water Treatment  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Appointment requirements</b>                | <p>Grade 12 plus a secretarial qualification or training</p> <p>At least one year's relevant secretarial experience</p> <p>Computer literacy (knowledge of the SAP system will be an added advantage)</p> <p>Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost</p>   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Personal attributes and/or competencies</b> | Being ethical; good communication skills; good interpersonal relations; ability to work as part of a team; ability to pay attention to detail; ability to be professional at all times; ability to work independently at strategic level; having integrity; ability to work under pressure; flexibility; ability to meet given deadlines; exceptional and dynamic creativity to improve the functioning of the department; administrative skills; organising and coordination skills; financial management skills; project management skills; analytical thinking skills; presentation skills |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Primary functions</b>                       | <p>Perform secretarial, clerical and other administrative tasks in support of the director</p> <p>Respond to telephonic and electronic enquiries and forward such to the appropriate person</p> <p>Greet and receive clients and visitors</p> <p>File and process mail</p> <p>Screen requests for meetings or appointments and help to organise meetings</p> <p>Execute diverse official secretarial duties</p>   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>SAP</b>                                     | S70059758   |                 |                        |                       |               |               |             |              |            |                        |                       |

**New/natural  
attrition**

Natural attrition

**Enquiries**

M Nkadimeng (012 358 6043), D Nkhuna (012 358 4233) or  
E Masina (012 358 1069)

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

**DEPARTMENT: WATER AND SANITATION BUSINESS UNIT**

**Division: Bulk and Waste Water Services**

**Section: Waste Water Treatment**

**Location: Daspoort**

**Reference number** PWWS392-2025

**Position** ARTISAN (FITTER AND TURNER)

**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 male Person with disability All categories

**Job level** T10

**Scale** R357 972,00 – R497 184,00 per annum

**Estimated remuneration package** R488 598,00 – R665 789,00 per annum

**Job purpose** To conduct effective and efficient operations of waste water treatment processes to treat waste water received at various waste water treatment works to meet the requirements of the water use licences issued according to the National Water Act, 1998 (Act 36 of 1998) and to maintain the mechanical, electrical and electronic equipment as well as the civil structures of the section

**Appointment requirements** An appropriate trade certificate as Fitter or Fitter and Turner (Red Seal)  
At least two years' relevant experience in the maintenance of mechanical and civil equipment  
A valid Code C1 driving licence with a valid PrDP  
Physical fitness and health with the ability to do physical work related to operation and maintenance activities for continuous periods  
Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost  
**Willingness and ability to work shifts, standby and overtime**

**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

**Primary functions** Maintain, organise, control and ensure safe operations of machinery and mechanical equipment as well as workshop maintenance activities at waste water treatment works in the Tshwane area

**SAP** S70007417

**New/natural  
attrition** Natural attrition

**Enquiries** M Nkadimeng (012 358 6043), D Nkhuna (012 358 4233) or  
E Masina (012 358 1069)

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

**DEPARTMENT: WATER AND SANITATION BUSINESS UNIT**

**Division: Regional Operations: Region 1**

**Section: Water and Sanitation: Waste Water Collection**

**Location: Soshanguve**

**Re-advertisement**

| <b>Reference number</b>                        | <b>PWWS393-2025</b>   |                 |                        |                       |               |               |             |              |            |                        |                       |
|--|---|-----------------|------------------------|-----------------------|---------------|---------------|-------------|--------------|------------|------------------------|-----------------------|
| <b>Position</b>                                | <b>DEPUTY DIRECTOR: WASTE WATER COLLECTION</b>  |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>To be advertised</b>                        | <table border="1"> <tr> <th>Internal</th> <th>External</th> </tr> </table>  | Internal        | External               |                       |               |               |             |              |            |                        |                       |
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| African female                                 | African male  | Coloured female | Coloured male          | Indian female         |               |               |             |              |            |                        |                       |
| Indian male                                    | White female  | White male      | Person with disability | <b>All categories</b> |               |               |             |              |            |                        |                       |
| <b>Job level</b>                               | T17   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Scale</b>                                   | R791 352,00 – R1 099 056,00 per annum   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Estimated remuneration package</b>          | R1 178 103,00 – R1 569 752,00 per annum   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Job purpose</b>                             | To conduct the operational management of the depot, including controlling information management systems, maintaining good industrial relations, adhering to the Occupational Health and Safety Act, 1993 (Act 85 of 1993) and ensuring the availability of human, material and fleet resources – all with the aim of ensuring the effective functioning of the municipal waste water collection system   |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Appointment requirements</b>                | <p>An appropriate three-year career-related tertiary qualification (national diploma or degree) in Civil Engineering and/or a water and sanitation-related qualification</p> <p>Registration as a Professional Engineer or Professional Technologist at the Engineering Council of South Africa will be an added advantage</p> <p>At least eight years' relevant experience in waste water collection</p> <p>Supervisory experience will be an added advantage</p> <p>A valid Code B driving licence</p> <p>Computer literacy</p> <p>Must undergo a criminal record check and such a person shall allow their fingerprints to be taken by the Tshwane Metro Police Department at own cost</p> |                 |                        |                       |               |               |             |              |            |                        |                       |
| <b>Personal attributes and/or competencies</b> | Having integrity; reliability; honesty; communication skills; negotiation skills; decision-making skills; ability to work under pressure; ability to set an example and draw up guidelines for acceptable personnel behaviour and conduct; ability to build a positive team spirit and promote good human relations and a positive image of the subsection  |                 |                        |                       |               |               |             |              |            |                        |                       |

**Primary functions**

Manage operations and maintenance, including contact with the general public and handling and following up on enquiries and complaints with accompanying investigations, reporting back and possible issuing of notices (all of which forms an integral part of this position)

Manage the operation and maintenance of waste water collection infrastructure in order to ensure effective and efficient service delivery

Oversee the removal of sewer blockages

Oversee repair work to existing gravity sewer pipe infrastructure

Oversee the maintenance of existing structural assets related to infrastructure

Oversee the execution of preventative maintenance on waste water collection infrastructure

Ensure and manage the execution of operational contracts

Manage the operation of on-site sanitation systems

Manage logistical, personnel and administrative operations

Manage waste water collection networks

Manage customer care operations related to waste water collection

Delegate responsibility to personnel, together with acceptable methods of accountability

Set up an effective personnel structure for the depot, with adjustments as and when necessary

Compile merit reports of direct subordinates after deliberation with the manager

Be involved with in-service training of personnel

**SAP**

S70021902

**New/natural attrition**

Natural attrition

**Enquiries**

T Mahlaela (012 358 4466), M Supe (012 358 7108) or  
C Kekana (012 358 6078)

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