

DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE

The Department of Public Works & Infrastructure in the Eastern Cape is an equal opportunity, affirmative action employer. Women and persons with disability are encouraged to apply. Employment Equity targets of the Department will be adhered to.

CHIEF DIRECTOR: INFRASTRUCTURE, MAINTENANCE & TECHNICAL SUPPORT (X 3POSTS)

An all-inclusive remuneration package of R1 269 951 per annum (Level 14)

Ref No: DPWI 01/06/2022, Chief Directorate: Education (Bhisho)

Ref No: DPWI 02/06/2022, Chief Directorate: Health (Bhisho)

Ref No: DPWI 03/06/2022, Chief Directorate: Other Departments (Bhisho)

MINIMUM REQUIREMENTS: National Senior Certificate, Bachelor's Degree NQF Level 7 in Engineering/Architectural Studies with five (5) years' experience at Senior Management Level. Professional registration will be an added advantage. Pre-entry certificate for the Senior Management Service (SMS) is compulsory. A valid driver's licence.

KNOWLEDGE AND SKILLS: - Building Regulations and Standards. Distribution of Revenue Act (DORA), Government Immovable Assets Management Act (GIAMA), Provincial Infrastructure Delivery Framework (PIDF) Preferential Procurement Policy Framework Act, 5 of 2000, Provincial Growth and Development Plan for Eastern Cape. Public Service Legislations and frameworks. Management of Diversity. Functioning of the provincial and local governments, An understanding of the restructuring imperatives within the Public Service and Infrastructure environments. Ability to interact at both strategic and operational level. A broad understanding and ability to grasp the Public Service Regulatory Framework. Knowledge of current National and International infrastructure development trends and innovations. formal presentations, Leadership, Innovative thinking, Policy development and analysis, Negotiation skills, Conflict resolution.

COMPETENCIES: Strategic capability and leadership, Financial Management. People Management and Empowerment. Programme and Project Management, Knowledge Management, Service Delivery Innovative, Problem Solving Analysis, Client orientation and customer focus, Communication.

KPA's: Guide and lead the provision of infrastructure and of existing Infrastructure and programme support for the Department. Ensure management and coordination in the provision of technical support services. Oversee the implementation of Infrastructure Delivery, Maintenance and Programme support for the Department. Guide and lead coordination of Implementing Agents for the Department. Manage property and infrastructure inputs for longer term integrated infrastructure planning. Promote good corporate governance.

Enquiries: Can be directed to Ms S. Mdoda at 040 602 4140 / Mr M.D. Kwaza at 040 602 4274

e-recruitment Technical Enquiries: e-recruitment-bhisho@ecdpw.gov.za

CHIEF DIRECTOR: EXPANDED PUBLIC WORKS PROGRAMME (X1 POST)

An all-inclusive remuneration package of R1 269 951.00 per annum (Level 14)

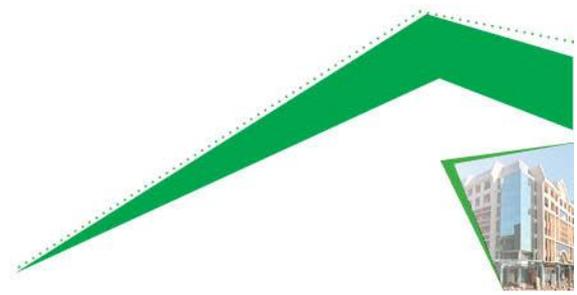
Ref No: DPWI 04/06/2022, Head Office (Bhisho)

MINIMUM REQUIREMENTS: National Senior Certificate, Bachelor's Degree NQF Level 7 in Social Science/ Public Administration/Management with five (5) years' experience at Senior Management Level. Pre-entry certificate for the Senior Management Service (SMS) is compulsory. A valid driver's licence

KNOWLEDGE AND SKILLS: - Distribution of Revenue Act (DORA), Government Immovable Assets Management Act (GIAMA), Provincial Infrastructure Delivery Framework (PIDF) Preferential Procurement Policy Framework Act, 5 of 2000, Provincial Growth and Development Plan for Eastern Cape Computer literacy (MS Word, Power Point, Excel and MS Project). Good Verbal and Written Communication skills. Proven applied policy development, implementation and monitoring and evaluation skills. Proven applied resource management skills.

COMPETENCIES: Strategic capability and leadership, Financial Management. People Management and Empowerment. Programme and Project Management, Knowledge Management, Service Delivery Innovative, Problem Solving Analysis, Client orientation and customer focus, Communication.

KPA's: Coordinate and support all sector departments, stakeholders or public bodies in the province on EPWP. Facilitate monitoring and evaluation services on implementation of EPWP. Guide and lead management of promotion on implementation of innovative and empowerment initiatives for stakeholders and beneficiaries.



Ensure promotion of community development programmes. Promote good governance.

Enquiries: Can be directed to Ms S. Mdoda at 040 602 4140 / Mr M.D. Kwaza at 040 602 4274

e-recruitment Technical Enquiries: e-recruitment-bhisho@ecdpw.gov.za

CHIEF DIRECTOR: FACILITIES AND SECURITY MANAGEMENT (X1 POST)

An all-inclusive remuneration package of R1 269 951.00 per annum (Level 14)

Ref No: DPWI 05/06/2022, Head Office (Bhisho)

MINIMUM REQUIREMENTS: National Senior Certificate, Bachelor's Degree NQF Level 7 in Property Management/Construction related discipline in the built environment with five (5) years' experience at Senior Management Level. Pre-entry certificate for the Senior Management Service (SMS) is compulsory. A valid driver's licence

KNOWLEDGE AND SKILLS: - Distribution of Revenue Act (DORA), Government Immovable Assets Management Act (GIAMA), Provincial Infrastructure Delivery Framework (PIDF) Preferential Procurement Policy Framework Act, 5 of 2000, Provincial Growth and Development Plan for Eastern Cape Public Service Act. Public Service Regulations of 2016. Public Finance Management Act (PFMA). Applicable Legislation and Prescripts. Government Programmes. Information Management. Policies and Procedures. Applied Technology Basics. People Management. Networking and Building Bonds. Diversity Management, Negotiation, Motivational.

COMPETENCIES: Strategic capability and leadership, Financial Management. People Management and Empowerment. Programme and Project Management, Knowledge Management, Service Delivery Innovative, Problem Solving Analysis, Client orientation and customer focus, Communication

KPA's: Ensure management and monitoring on the implementation of provincial (including prestige clients) planned and unplanned maintenance of projects. Ensure management in the provision of facilities and related services (inclusive of space planning, landscaping, horticulture, cleaning services) for all provincial departments, prestige clients and other government institutions. Ensure provision of provincial (including prestige) security and protection management services. Ensure effective management of customer business management services. Promote good corporate governance.

Enquiries: Can be directed to Ms S. Mdoda at 040 602 4140 / Mr M.D. Kwaza at 040 602 4274

e-recruitment Technical Enquiries: e-recruitment-bhisho@ecdpw.gov.za

DIRECTOR: INFRASTRUCTURE DELIVERY (X2 POSTS)

An all-inclusive remuneration package of R1 073 187.00 per annum (Level 13)

Ref No: DPWI 06/06/2022, Directorate: Infrastructure Delivery for Education Facilities, Head Office (Bhisho)

Ref No: DPWI 07/06/2022, Infrastructure Delivery for Health Facilities, Head Office (Bhisho)

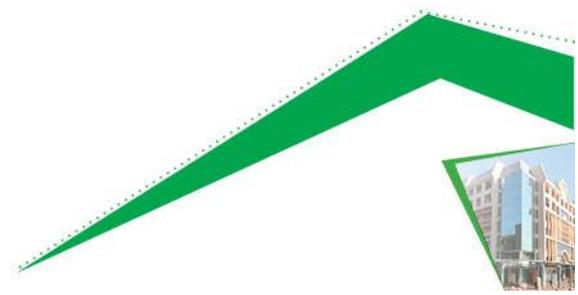
MINIMUM REQUIREMENTS: National Senior Certificate, Bachelor's Degree NQF Level 7 in Built environment, Registration with the professional institutes within the building environment will be advantageous, with 5 years' relevant experience at Middle Management Level. Pre-entry certificate for the Senior Management Service (SMS) is compulsory. A valid driver's licence.

KNOWLEDGE AND SKILLS: Distribution of Revenue Act (DORA), Government Immovable Assets Management Act (GIAMA), Provincial Infrastructure Delivery Framework (PIDF) Preferential Procurement Policy Framework Act, 5 of 2000, Provincial Growth and Development Plan for Eastern Cape Public Service Act, understanding of acts, regulations and policies governing the built environment, Public Service Regulations of 2016. Public Finance Management Act (PFMA), Sound management, budgeting and interpersonal skills, management of assets.

COMPETENCIES: Strategic capability and leadership, Financial Management. People Management and Empowerment. Programme and Project Management, Knowledge Management, Service Delivery Innovative, Problem Solving Analysis, Client orientation and customer focus, Communication.

KPA's: Manage Construction Procurement Strategy and Infrastructure Programme Management Plan (IPMP). Manage Infrastructure Programme Implementation (IPIP) and Service Delivery Agreements. Manage the construction procurement process. Manage sector and report on the programme. Manage provision of programme support. Manage the allocated resources.

Enquiries: Can be directed to Ms S. Mdoda at 040 602 4140 / Mr M.D. Kwaza at 040 602 4274



e-recruitment Technical Enquiries: e-recruitment-bhisho@ecdpw.gov.za

DIRECTOR: TECHNICAL PORTFOLIO SERVICES (X2 POSTS)

An all-inclusive remuneration package of R1 073 187.00 per annum (Level 13)

Ref No: DPWI 08/06/2022, Directorate: Technical Portfolio Services for Education, Head Office (Bhisho)

Ref No: DPWI 09/06/2022, Directorate: Technical Portfolio Services for Health, Head Office (Bhisho)

MINIMUM REQUIREMENTS: National Senior Certificate, Bachelor's Degree NQF Level 7 in Built environment, Registration with the professional institutes within the building environment will be advantageous, with 5 years' relevant experience at Middle Management Level. Pre-entry certificate for the Senior Management Service (SMS) is compulsory. A valid driver's licence.

KNOWLEDGE AND SKILLS: Distribution of Revenue Act (DORA), Government Immovable Assets Management Act (GIAMA), Provincial Infrastructure Delivery Framework (PIDF) Preferential Procurement Policy Framework Act, 5 of 2000, Provincial Growth and Development Plan for Eastern Cape Public Service Act. Public Service Regulations of 2016. Public Finance Management Act (PFMA) Applicable Legislation and Prescripts. Government Programmes. Information Management. Policies and Procedures. Citizen Focus and Responsiveness, Networking and Building Bonds. Diversity Management, Negotiations, Presentation, Analytical.

COMPETENCIES: Strategic capability and leadership, Financial Management. People Management and Empowerment. Programme and Project Management, Knowledge Management, Service Delivery Innovative, Problem Solving Analysis, Client orientation and customer focus, Communication.

KPA's: Manage Technical Support Portfolio Services. Manage the delivery of infrastructure programmes and projects. Manage property and infrastructure inputs for longer term integrated infrastructure planning. Manage allocated resources.

Enquiries: Can be directed to Ms S. Mdoda at 040 602 4140 / Mr M.D. Kwaza at 040 602 4274

e-recruitment Technical Enquiries: e-recruitment-bhisho@ecdpw.gov.za

DIRECTOR: INTEGRATED PLANNING, RESEARCH AND POLICY COORDINATION (X1 POST)

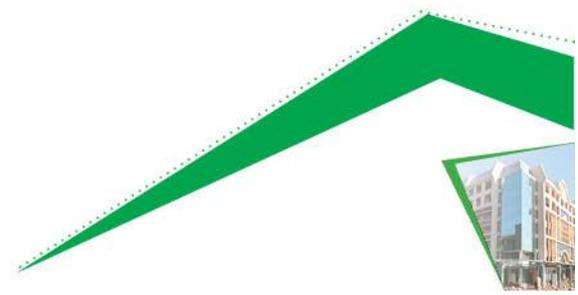
An all-inclusive remuneration package of R1 073 187.00 per annum (Level 13)

Ref No: DPWI 10/06/2022, Head Office (Bhisho)

MINIMUM REQUIREMENTS: National Senior Certificate, Bachelor's Degree NQF Level 7 in Management/ Administration/Social Sciences with 5 years' relevant experience at Middle Management Level. A Post-graduate qualification with Strategic Management/ Research/ Policy/ Development Studies will be an added advantage. Pre-entry certificate for the Senior Management Service (SMS) is compulsory. A valid driver's licence.

KNOWLEDGE AND SKILLS: In-depth knowledge of Public Service Legislation/ Policies/ Prescripts and Procedures governing planning and strategic management. Sound understanding of government policies, priorities and programmes. In-depth knowledge of Public Service Regulatory Framework. Sound knowledge Information and Performance Management. Public Administration Management Act, 11 of 2014, Medium Term Strategic Framework:2019 – 24, Provincial Strategic Framework:2019-24, Framework for Strategic Plans and Annual Performance Plans?2019/20. Basic knowledge of Financial Administration. SMS Handbook. Diversity Management Principles. Project Management Principles. Departmental Policies and Procedures. Government Programmes. Procurement directives. Analytical and Policy Analysis Skills. Advanced research skills. Stakeholder Engagement. People Management. Networking and Building Bonds. Negotiation. Communication and Information Management. Presentation. Project Management. Report Writing Skills. Team building and strong inter-personal skills. Excellent verbal and written communication skills. Time Management High Level of Reliability. Facilitation and organizing skills. Advanced computer literacy skills.

COMPETENCIES: Strategic capability and leadership, Financial Management. People Management and Empowerment. Programme and Project Management, Knowledge Management, Service Delivery Innovative, Problem Solving Analysis, Client orientation and customer focus, Communication.



KPA's: Manage Provision of strategy and integrated planning services in the department. Manage and coordinate research and policy coordination. Facilitate the development and implementation of services delivery improvement plans and initiatives. Effectively manage the Audit of Predetermined Objectives. Direct and oversee effective and sound management environment within the directorate. Provision of a structured link between the department and its entities. Manage and coordinate the implementation of special programme in the Department. Manage the allocated resources.

Enquiries: Can be directed to Ms S. Mdoda at 040 602 4140 / Mr M.D. Kwaza at 040 602 4274

e-recruitment Technical Enquiries: e-recruitment-bhisho@ecdpw.gov.za

DIRECTOR: PROVINCIAL ASSET SYSTEMS MANAGEMENT PLANNING (X1 POST)

An all-inclusive remuneration package of R1 073 187.00 per annum (Level 13)

Ref No: DPWI 11/06/2022, Head Office (Bhisho)

MINIMUM REQUIREMENTS: National Senior Certificate, Bachelor's Degree NQF Level 7 in Property Management/Town and Regional Planning/Real Estate with 5 years' relevant experience at Middle Management Level. Pre-entry certificate for the Senior Management Service (SMS) is compulsory. A valid driver's licence.

KNOWLEDGE AND SKILLS: Knowledge of state land administration. Knowledge of South African property law. Knowledge of the definition of the state land and historic and current tenure registration systems. Knowledge of survey records. Knowledge of deeds registry records. Knowledge property legislation, guidelines and prescripts National Treasury guidelines and prescripts related to the recording and accounting of immovable assets. Information Management. Government Programmes. Public Services Act and Regulations. Good Communication skills. Strategic thinking, Forward planning, Report writing and presentations. Computer Skills (Advance Excel, data bases, GIS and Power Point). Research skills (property related). Data analysis and interpretation (property related data). Interpretation of survey records, Interpretation of deeds records, Interpretation of spatial data (including topographical maps). Interpretation of historic records (e.g. proclamations, maps), interpretation of financial records (e.g. WIP, valuations). Accuracy and high sense for detail (extremely important). Planning (Town and Regional Planning, Spatial planning, Urban design, Revitalization of town etc.). Analytical thinking and problem solving. Motivational Conflict Management. Budget and financial management. HR management.

COMPETENCIES: Strategic capability and leadership, Financial Management. People Management and Empowerment. Programme and Project Management, Knowledge Management, Service Delivery Innovative, Problem Solving Analysis, Client orientation and customer focus, Communication

KPA's: Manage the design, maintenance of the immovable Asset Strategy, Policy & Register(IAR). Facilitate the confirmation of vesting of provincial deemed properties in terms of Item 28(1) to Schedule 6 of the Constitution. Manage co- ordination of Land and Property Information Portfolio and Planning. Facilitate and co- ordinate property research. Facilitate the survey and registration of provincial state land. Manage allocated resources.

Enquiries: Can be directed to Ms S. Mdoda at 040 602 4140 / Mr M.D. Kwaza at 040 602 4274

e-recruitment Technical Enquiries: e-recruitment-bhisho@ecdpw.gov.za

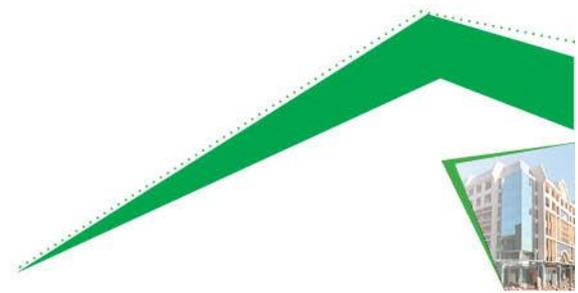
DIRECTOR: INFRASTRUCTURE RESEARCH, PLANNING AND SYSTEMS (X1 POST)

An all-inclusive remuneration package of R1 073 187.00 per annum (Level 13)

Ref No: DPWI 12/06/2022, Head Office (Bhisho)

MINIMUM REQUIREMENTS: National Senior Certificate, Bachelor's Degree NQF level 7 in the Built Environment/ Construction related disciplines. 5- years' experience at Middle Management level (MMS). A Post – graduate qualification with Research and Policy Development will be an added advantage. Pre-entry certificate for the Senior Management Service (SMS) is compulsory. A valid driver's licence.

KNOWLEDGE AND SKILLS: Public Service Act. Public Service Regulations of 2016. Public Finance Management Act (PFMA). Applicable Legislation and Prescripts. Government Programmes. Policies and Procedures. Citizen Focus and Responsiveness. Develop Others. Applied Technology Basics. Applied Strategic Thinking. People Management. Networking and Building Bonds. Stakeholder Engagement. Diversity



Management. Report Writing. Computer Literacy, Negotiation, Presentation, Analytical, Research, Evaluation, Budget and Financial Management, Project /Management, Motivational, Conflict Resolution /Problem Solving.

COMPETENCIES: Strategic capability and leadership, Financial Management. People Management and Empowerment. Programme and Project Management, Knowledge Management, Service Delivery Innovative, Problem Solving Analysis, Client orientation and customer focus, Communication

KPA's: Manage and direct research into appropriate best practice, trends and new developments/ innovations in construction methodologies, alternative and green technologies. Direct and oversee the development, implementation, adherence to and review of Capacitation & knowledge Management Strategies and Plans for all provincial and local infrastructure Departments. Direct and oversee the development, implementation of strategies and plans to manage relations with stakeholders interfacing with the programme and Directorate. Manage and oversee effective and sound management environment within the directorate. Effective and efficient identification and management of risks within the directorate.

Enquiries: Can be directed to Ms S. Mdoda at 040 602 4140 / Mr M.D. Kwaza at 040 602 4274
e-recruitment Technical Enquiries: e-recruitment-bhisho@ecdpw.gov.za

DISTRICT DIRECTOR (X 6 POSTS)

An all-inclusive remuneration package of R1 073 187.00 per annum (Level 13)

Ref No: DPWI 13/06/2022, Amathole District Office (East London)

Ref No: DPWI 14/06/2022, Chris Hani District Office (Queenstown)

Ref No: DPWI 15/06/2022, Joe Gqabi District Office (Aliwal North)

Ref No: DPWI 16/06/2022, Nelson Mandela Bay Metro (Port Elizabeth)

Ref No: DPWI 17/06/2022, OR Tambo District Office (Mthatha)

Ref No: DPWI 18/06/2022, Sarah Baartman District Office (Port Elizabeth)

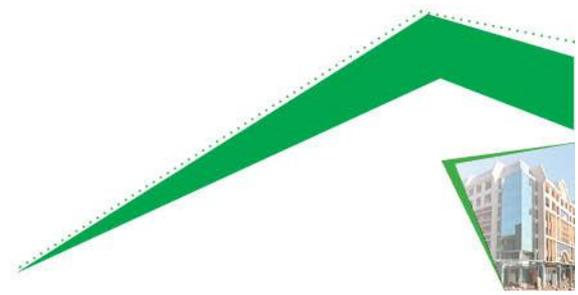
MINIMUM REQUIREMENTS: National Senior Certificate, Bachelor's Degree NQF Level 7 in Engineering (Civil/Structural)/ Architect/Quantity Surveyor/ Project Management/ any Built environment disciplines or equivalent qualification with 5 years' relevant experience at middle management level. Pre-entry certificate for the Senior Management Service (SMS) is compulsory. A valid driver's licence.

KNOWLEDGE AND SKILLS: Building Regulations and Standards. Distribution of Revenue Act (DORA), Government Immovable Assets Management Act (GIAMA), Provincial Infrastructure Delivery Framework (PIDF) Preferential Procurement Policy Framework Act, 5 of 2000, Provincial Growth and Development Plan for Eastern Cape Public Service Act. Sound financial and people management skills. Proven strategic and leadership skills. Excellent communicator at all levels (written and verbal). Knowledge of operational framework of the Public Finance Management Act. Ability to work in a culturally diverse environment and lead cultural intervention and change management projects. An understanding of the restructuring imperatives within the Public Service environment. Computer literacy. Good interpersonal skills and negotiation skills.

COMPETENCIES: Strategic capability and leadership, Financial Management. People Management and Empowerment. Programme and Project Management, Knowledge Management, Service Delivery Innovative, Problem Solving Analysis, Client orientation and customer focus, Communication

KPA's: Coordinate the management of government fixed assets. Coordinate the management of construction and maintenance of state owned buildings. Coordinate the implementation of Expanded Public Works Programme. Coordinate the Management of corporate Services. Coordinate the implementation of supply chain management system. Manage provision of stakeholder relations, communication and special programmes services. Manage allocated resources. Manage the risks of the Region as identified in the Departmental Risk Management Plan. Providing strategic direction for the region while at the same time exercising operational control to achieve Departmental Targets. Manage allocated resources.

Enquiries: Can be directed to Ms S. Mdoda at 040 602 4140 / Mr M.D. Kwaza at 040 602 4274
e-recruitment Technical Enquiries: e-recruitment-bhisho@ecdpw.gov.za



CHAIRPERSON: ENTERPRISE RISK & ETHICS MANAGEMENT COMMITTEE (x1 POST)

Ref No: DPWI 19/06/2022, Head Office (Bhisho)

Interested parties are hereby invited for application to be Chairperson of the Departmental Enterprise Risk & Ethics Management Committee.

MINIMUM REQUIREMENTS: Bachelor's Degree and a Post-Graduate Degree in Risk Management/Auditing/Business Administration. CA(SA)/CIA/CFE/CRP Prof/ Certified Ethics officer and CFE will be an advantage. The ideal candidate should have 5 to 10 year's Senior Management experience gained from Strategic Management, Finance, Risk Management/Anti-Fraud and Corruption environment and/or an Auditing / Financial, preferably in the public service. Strong Enterprise Risk, Ethics, Fraud risk management, Business Continuity Management, ICT or Audit background, and an intimate knowledge of public sector processes. Experience in working or serving as a Risk Committee member or Audit Committee member in an Infrastructure Built environment will be an added advantage. Candidate must demonstrate appropriate experience in serving on Risk Management or Audit Committees, and /or participating in other governance structures and must be able to dedicate time to the activities of the EMR Committee. It is expected that applicants will also be familiar with the latest trends and developments in Risk Management and Corporate Governance.

KPA'S: The Enterprise Risk & Ethics Management Committee is an oversight committee appointed by the Head of Department to assist him to discharge his Enterprise Risk & Ethics Management responsibilities in terms of the approved Departmental Risk & Ethics Management Committee Terms of Reference. Review the Enterprise Risk & Ethics Management, fraud policies, frameworks and strategic before recommending approval by Head of Department. Review the business continuity management policy, strategy and plans before recommending approval by the Head of Department. Review the Department's risk assessment methodologies to obtain reasonable assurance. Report any material change to the risk profile of the Department to the Head of Department. Review any material findings and recommendations by assurance providers on the system of risk management, and check that appropriate action is instituted to address identified weakness. Evaluate the effectiveness of monitoring systems pertaining to fraud and corruption and the results of management's investigations into and follow-up of alleged acts of impropriety (fraud, corruption) and related matters. Providing strategic advice to leadership on ethical issues. Provide support to Chief Risk Officer in promoting integration and collaboration of various ethics-related functions (such as anti-fraud and anti-corruption, compliance, internal audit, investigations, human resources and labour relations). Attendance of Audit Committee meetings as Chairperson of Risk and Ethics Management Committee.

TERMS OF OFFICE AND REMUNERATION: This appointment is for a period of three years, but may be renewed at the discretion of the department. The appointed chairperson will be expected to sign a contract, supported by terms of reference. The chairperson shall be remunerated in accordance with Provincial Treasure Instruction No,6 of 2014/2015

Enquiries: Can be directed to Ms S. Mdoda at 040 602 4140 / Mr M.D. Kwaza at 040 602 4274
e-recruitment Technical Enquiries: e-recruitment-bhisho@ecdpw.gov.za

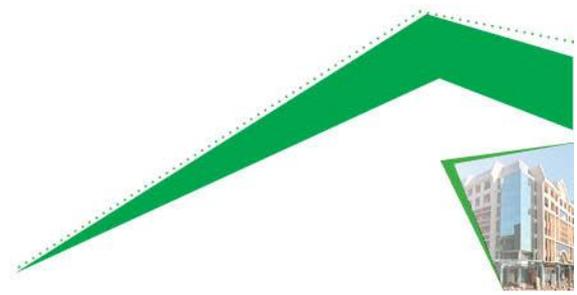
REGISTRY CLERK: ADMINISTRATION SERVICES

Salary Notch R261 372.00 per annum (Level 07)

Ref No: DPWI 20/06/2022, Office of the MEC, Head Office (Bhisho)

MINIMUM REQUIREMENTS: National Senior Certificate, A Bachelor's Degree/ National Diploma in Public Management/Administration/Management/Records Management with 1-2 years' relevant experience. A valid driver's licence.

KNOWLEDGE AND SKILLS: Knowledge of registry duties, practices as well as ability to capture data and operate computer. Understanding of the Legislative framework in the Public Service. Communication skills (written and verbal). Planning and Organizing.



KPA's: Rendering of effective filing and record management: Opening and close files according to the record classification system. Filing/Storage, electronically/ manually and retrieval of documents and files. Ensure and complete index card for all files. Handling of incoming and outgoing correspondence. Attend to clients. Handle telephone and other enquiries received. Receive and hand delivery mails/ files. Processing and process documents for archiving and disposal. Electric scanning of files. Sort and package file for archives and distribution. Compile list of documents to be archived and submit to the supervisor. Keep records for archived documents.

Enquiries: Can be directed to Ms S. Mdoda at 040 602 4140 / Mr M.D. Kwaza at 040 602 4274
e-recruitment Technical Enquiries: e-recruitment-bhisho@ecdpw.gov.za

CLOSING DATE: 15 JULY 2022

APPLICATIONS RECEIVED AFTER CLOSING DATE WILL NOT BE CONSIDERED. NO FAXED APPLICATIONS WILL BE ACCEPTED.

TO OBTAIN MORE INFORMATION ON REQUIREMENTS AND FUNCTIONS: visit www.ecprov.gov.za or www.dpsa.gov.za or www.ecdpw.gov.za

Applications can be forwarded through via one of the following options:

DEPARTMENT OF PUBLIC WORKS & INFRASTRUCTURE

- **Hand Delivery:** Room 2-09, second Floor, Corner of Siwani and Independence Avenue, Qhasana Building, Bhisho,
- **Post to:** The Director: HR Practices and Administration, Department of Public Works & Infrastructure, Private Bag X0022, Bhisho, 5605.
- **Or utilise** e-recruitment system which is available on www.ecprov.gov.za or <https://e-recruitment.ecotp.gov.za>
- **For enquiries contact Ms S. Mdoda at 040 602 4140 / Mr M.D. Kwaza at 040 602 4274**

To report technical glitches, for assistance regarding the system, and/or for activation of your profile, **send an email to: e-recruitment-bhisho@ecdpw.gov.za (NB: FOR TECHNICAL GLITCHES ONLY – NO CVS), with your ID Number, your profile email address, details of the issue.** Technical support is limited to working hours: (08:00-16:30 Mon-Thurs and 08:00-16:00 on Fri).

Should you submit your applications/CV to: e-recruitment-bhisho@ecdpw.gov.za and not as specified, your application will be regarded as lost and will not be considered.

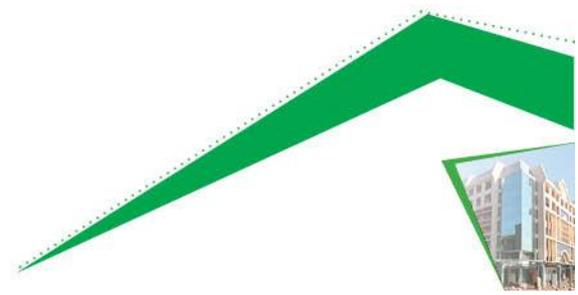
Applicants are encouraged to apply via the e-recruitment system

Refer all applications related enquiries to the specified contact person

Note: Applications must be submitted on a duly completed New Z83 Form, obtainable from any Public Service Department or on the internet at www.dpsa.gov.za/documents. Applicants are not required to submit copies of qualifications and other relevant documents on application but must a fully completed signed Z83 form and a detailed Curriculum Vitae. Shortlisted candidates will be required to submit certified copies of qualifications and other relevant documents to HR on or before the day of the interview. Applicants must note that further Personnel Suitability checks will be conducted on shortlisted candidates and that their appointment is subject to the outcome of these checks which include security clearance, security vetting, qualification verification and criminal record checks. Reference checks will be done on nominated candidates(s). Note that correspondence will only be conducted with the shortlisted candidates. If you have not been contacted by the Department within three (3) months of the closing date of the advertisement, please accept that your application was unsuccessful. We thank all applicants for their interest. All SMS appointments are subject to a competency assessment. Where applicable, candidates will be subjected to a skills/knowledge test. Successful candidates will be appointed on a probation period of twelve (12) months. It is a DPSA requirement for applicants to produce or attach pre-entry certificate (Nyukela) as offered by the National School of Government (NSG) prior to appointment. The name of the pre-entry course is “**Certificate for entry into the SMS**” and full details can be sourced by following the link: <https://www.thensg.gov.za/training-course/sms-pre-entry-programme/> The Department reserves the right not to



Province of the
EASTERN CAPE
PUBLIC WORKS & INFRASTRUCTURE



make appointment(s) to the advertised post(s). **NB: Females and Disabled persons are encouraged to apply to SMS positions.**