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Department:
Mineral Resources and Energy
REPUBLIC OF SOUTH AFRICA



Solar Water Heater Quality Assurance Analyst Fixed Term Contract for 6 months

Roll-out of the National Solar Water Heater Programme

The Department of Mineral Resources and Energy (“DMRE”) and its state-owned entity, CEF (SOC) Ltd (“CEF”), are rolling out the National Solar Water Programme to install 87 000 Solar Water Heaters (“SWHs”) in low-income water reticulated households in 19 municipalities including JB Marks Municipality.

The National SWH Programme is supported by a web-based Data Base Management System (DBMS) that issues the job cards for the installations; allows for evidence of installation to be uploaded and stores other project information e.g. inventory of SWHs. The installation companies will undertake a self-audit on the installation reports uploaded on the DBMS. The QA Analyst is expected to review and approve these installations and if not satisfied request the installation company to conduct a rework. The QA Analyst will also physically inspect some of the installations to ensure that the work has been carried out according to the SWH installation standard.

DMRE and CEF are now recruiting a Quality Assurance Analyst for implementing the SWH programme in JB Marks Municipality. Applicants must be residents of the JB Marks Municipality.

Qualifications and experience

- PIRB (Plumbing Industry Regulation Board) Qualified Plumber/ Level 4 Qualified Plumber (Further Education And Training Certificate: Plumbing)
- Qualified Solar Water Heater Installer
- Minimum 3 years’ experience as a Plumber and SWH Installer

Responsibilities

- Audit the quality of the data/reports submitted by the installation companies on the DBMS.
- Ensure that all required data is provided for each installation and to sign-off an installation as completed.
- Perform site visits to physically assess quality of work on a random sampling basis.



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- Engage with the installation companies to address any systematic, recurring quality and reporting issues
- Perform random site visits to make sure that installation companies adhere to their safety protocols or procedures.
- Advise and escalate to the DMRE/CEF Project Leader on technical issues arising during the installation phase.
- Recommend to the Project Leader any additional material and cost implications required by the installation companies.
- Manage the SWH and materials inventory in the local municipality storeroom.

Desired additional skills/ competencies

- Good written and verbal communication skills in both English and local vernacular
- Computer literate in Microsoft office applications, specifically Excel
- Experience in using internet browsers e.g. google chrome, internet explorer, fire fox
- Basic knowledge of android based mobile devices
- Quality focus
- Analytical and reporting skills
- Process improvement skills
- Problem solving skills
- Communication skills
- Driving license

Workplace

The Quality Assurance Analyst will work from the local municipality (JB Marks) offices or any other office that DMRE and CEF will secure within the municipalities.

Closing Date: Wednesday, 20 May 2020

Please submit a detailed Curriculum Vitae (CV) and copies of your qualifications to Mphos@cefgroup.co.za indicating JB Marks Municipality in your application e.g. QA Analyst
JB Marks