



## GREAT KEI LOCAL MUNICIPALITY

COMPRISED OF QUMRHA, CHINTSA EAST, HAGA HAGA, MORGANS BAY, AND KEI MOUTH TOWNS, WITH ITS HEADQUARTERS IN QUMRHA.

### VACANT POSITION

THE MUNICIPALITY IS LOOKING FOR A HIGHLY MOTIVATED; RESULTS ORIENTED, SUITABLY QUALIFIED, AND EXPERIENCED INDIVIDUAL TO FILL THE FOLLOWING POSITION:

#### MUNICIPAL MANAGER'S OFFICE

**POSITION** : DIRECTOR: TECHNICAL AND COMMUNITY SERVICES

**SALARY SCALE** : Minimum R 884, 772 - Midpoint R 994, 126 – Maximum R 1, 087, 610 per Annum (As per the Upper Limits for Senior Managers – 14 June 2023)

**DURATION** : PERMANENT BASIS

#### **MINIMUM REQUIREMENTS:**

- Bachelor of Science Degree in Engineering / B.Tech Engineering, or equivalent qualification.
- A certificate in Municipal Financial Management Programme (MFMP) or Certificate Programme in Municipal Development (CPMD) is a requirement in terms of the Minimum Competency Requirements of National Treasury Regulations;
- Certificate of competency as required in terms of the General Machinery Regulations, 1988, or registration with a recognized relevant engineering professional body will be an added advantage.
- Minimum of five (5) years' experience at middle management level or as programme/project Manager and
- Three to four years must be at professional/ management level engineering management experience.
- Good knowledge and understanding of relevant policy and legislation, good knowledge and understanding of institutional governance systems and performance management
- Must have extensive knowledge of public office environment and must be able to formulate engineering master planning, project management and implementation.
- Valid code 8 driver's license.

**COMPETENCY REQUIREMENTS:** As described in the Performance Management Regulations

#### **SUMMARY OF KEY PERFORMANCE AREAS:**

- Reporting to the Municipal Manger the Director Technical and Community services will be responsible for the management of team of specialists pertaining to Infrastructure, Project Management Unit, integrated waste operational activities, refuse removal, environmental development and commonage, law enforcement, traffic control and security and the entire community and traffic services department .
- Infrastructure planning and operation by identifying required capital projects after careful analysis and research into community needs and motivates for incorporation into the IDP revitalisation plan.
- Evaluates the current infrastructure situation in terms of its ability to be able to meet the needs identified in the revised IDP.
- Communicates with the community and all stakeholders regarding planned projects.

- Assesses project performance and discusses regularly with all parties so as to ensure that the Directorate remains on track with the project plan utilization.
- Compiles a draft budget, final budget and adjustment budget.
- Provide institutional support to the offices of the Municipal Manager and co-ordinate and implement ordinances, policies and by laws relevant to the Technical Department.
- Management of Directorate by aligning the departmental goals and targets to those of the organization.

#### **FURTHER INSTRUCTIONS TO THE CANDIDATES**

**The Municipality subscribes to the principles of employment equity. People with disabilities are encouraged to apply.**

Interested Suitably qualified Candidates are **to complete the application form which is available from the Municipal Website ([www.greatkeilm.gov.za](http://www.greatkeilm.gov.za)) or at QUMRHA Municipal Offices** and submit application letter, complete Curriculum Vitae, and certified copies of certificates of qualifications, **SA ID copy and Driver's License.**

Applicants not contacted within 30 days of the closing date must consider their applications as unsuccessful. **Shortlisted candidates need to undergo security vetting and must undergo Competency Assessment in line with Local Government: Regulations.**

Upon appointment, successful candidates will have to sign a Performance Agreement in line with Municipal Performance Regulations of 2006.

The Great Kei Municipality reserves the right not to make an appointment.


**Applications must be submitted to:**

**The Acting Director: Corporate Services  
Attention: Mr. B.T Douglas  
Great Kei Municipality, Private Bag X 2, QUMRHA, 4950  
OR 17 Main Road.  
QUMRHA, 4950.**

For enquiries you can contact the Human Resources Practitioner: Ms. N.B Mzimba at 073 001 1098 during office hours.

**E- Mailed applications will not be considered.**

**Closing date for the applications: 27 May 2024 at 16h30**

  
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**ISSUED BY:  
MR. L. N. MAMBILA  
MUNICIPAL MANAGER**