



MSUNDUZI MUNICIPALITY INTERNAL/ EXTERNAL ADVERTISEMENT

Vacancy Circular No. 01/2023/C



The Msunduzi Municipality, The City of Choice hereby invites applications from competent, innovative and committed individuals for the following positions. The Municipality is committed to the aims of the Employment Equity Act.

This Municipality subsidizes its employees in terms of the following benefits: Medical Aid, Pension Fund, Unemployment Insurance Fund, Housing Subsidy and Car allowance (where applicable).

INFRASTRUCTURE SERVICES

MANAGER (MECHANICAL WORKSHOP) (ISF240001)

Ref No: ISF01/23/C

Duration of Employment

Six (06) Months Contract

Place of Work

Mechanical Workshops

Basic Salary

R578 590,11 – R751 057,75 p.a. (T15)

Minimum Qualifications/ Requirements

- Matric/Grade 12 NQF Level 4 or Equivalent
- Degree/ B. Tech in Mechanical Engineering/ Operation Management or Equivalent - NQF Level 7.
- Computer Literacy – Office Applications.
- Valid Code B Drivers' license.
- Minimum 4 years' relevant experience.

Key Performance Requirements

- Manage and control the procedures, operations and critical outcomes associated with the City Fleet (vehicles, plant and equipment) through the alignment and implementation of functional plans and objectives (Administration, Maintenance and Fleet Control).
- Monitor productivity and performance and addressing deviations and, implementing standards and operating practices to manage the allocation, maintenance and optimum functionality of the Municipality's Fleet.

A written application must be submitted on the Msunduzi Application for Employment form (Annexure B) - to be obtained from the City Hall, Security Desk, Professor Nyembezi Building on the Ground Floor, Libraries around Msunduzi Area as well as on www.msunduzi.gov.za/careeroportunities. The form must be filled in completely and signed on the last page. In the event that the

application form is not properly completed, the application shall not be considered.

The following attachments are required:

The Application Form.

Detailed CV with three referees with current contact information.

Certified copies of qualifications/certificates, ID, Drivers' License (certified within 3 months or less of closing date).

Applicants are requested to furnish current telephone numbers at which they can be contacted. If there is more than one post advertised in the same Ref Number only one (1) applications must have all is required attachments. Applications without the relevant attachments (cv/certificates) will be disqualified

The application needs to be addressed to the Senior Manager: Human Resource Management and be posted in the box provided on the Ground Floor opposite Security in 341 Church Street, Professor Nyembezi Centre. Pietermaritzburg or posted to Private Bag X 321, Pietermaritzburg, 3200. Enquiries Ms. S.Z. Ndlovu, 033 392 2112.

IMPORTANT NOTICE TO APPLICANTS

No late applications will be considered

No faxed or e-mailed applications will be considered

Applications submitted on a Z83 form or any other forms that are not prescribed WILL NOT be considered

All interviews will be done in English.

Should there be no correspondence from the Municipality within sixteen weeks after the closing date, kindly consider your Application to be unsuccessful.

2023 -08- 25

Closing Date: _____ Time: 15H00

CANVASSING OF COUNCILLORS AND/OR
OFFICIALS WILL DISQUALIFY YOUR
APPLICATION.

2023 -08- 25

DEPUTY

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**THE MUNICIPALITY RESERVES THE RIGHT
NOT TO FILL THESE POSTS**

The Municipality is an equal opportunity, affirmative action employer and it is our intention to promote representivity (race, gender, disability) in the Local Government Sector through filling of these posts. To further the objectivity of representivity within the Msunduzi Municipality, Persons with Disabilities and Women are encouraged to apply.

Circulated Date: 2023 -08- 23

THE ADVERTISING OF THESE POSTS IS
AUTHORISED BY THE MUNICIPAL
MANAGER:


MR. L.H. MAPHOLOBA

DATE: 23.08.2023



Handwritten initials 'R' and 'A'.