



Msunduzi Municipality

INTERNAL/ EXTERNAL



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).

NB: All qualifications must be accredited by South African Qualifications Authority (SAQA)

INFRASTRUCTURE SERVICES

CHIEF TECHNICIAN (SCADA) (ISF700711)

Ref No: ISF18/21

Basic Salary

R403 135.44 – R523 305.03 pa (T13)

Qualifications/ Requirements

- National Diploma/ Degree in Electrical Engineering or Equivalent (NQF level 6/7)
- Registered as a Professional Technician (Pr. Techni) with ECSA
- Computer Literacy-Office Applications
- Code B driver's license
- 5 years relevant post qualification experience

Key Performance Requirements

- Coordinate the key technical procedures and applications associated with SCADA, MV & HV control functions relating to the planning and design
- Executing operational plans
- Monitoring the electrical distribution network outcomes
- Attend to processes aimed at ensuring compliance through the provision of guidance and advice
- Plan & Analyse in order to ensure objectives and established outcomes are accomplished in accordance with terms, specifications, costs and standard of quality

CHIEF TECHNICIAN (TRANSPORTATION) (ISF250017)

Ref No: ISF19/21

Basic Salary

R403 135.44 – R 523 305.03 pa (T13)

Qualifications/ Requirements

- National Diploma in Civil Engineering specialising in Transportation or Equivalent (NQF level 6)
- B-Tech in Transportation will be an added advantage
- Registered as a Professional Technician / Professional Technologist with the Engineering Council of South Africa
- Interpretation of engineering drawings/investigations and providing solutions
- Computer Literacy-Office Applications
- Code B driver's license
- Minimum 5 years working on Traffic Impact Assessments and/or development engineering. Further relevant working experience in statutory applications/development applications environment

Key Performance Requirements

- Coordinate and implement outcomes associated with Transportation Planning functions relating to the strategic Transportation Planning and Systems Analysis , Conceptual Planning , Design and Infrastructure development
- Execute operational plans monitoring outcomes
- Attend to processes aimed at ensuring compliance through the provision of guidance ,advise, planning and analysis in order to ensure objectives and established outcomes are accomplished in accordance with the Integrated Transport Plan and in compliance with the National Land Transportation Act

PROJECT MANAGER (ISF070009)

Ref No: ISF20/21

Basic Salary

R453 897.97 - R589 201.45 pa (T14)

Qualifications/ Requirements

- National Diploma/ Degree in Civil Engineering/ Quantity Surveying/ Built Environment/ Project Management or Equivalent (NQF level 6/7)
- Registered as a Professional Engineer (Pr.Eng)/
- Computer Literacy-Office Applications
- Code B driver's license
- 4 years relevant experience

Key Performance Requirements

- Coordinate the key performance areas and outcomes of the Project Management unit through participation in the alignment of broader departmental and sector objectives to governments' Expanded Public Works Programme (EPWP) initiative
- Provide appropriate guidance in terms of project and programme management of the Municipality Infrastructure Grant (MIG) funded interventions
- Monitor, evaluate and communicate deliverables, constraints and actions necessary to ensure the vision of accelerating the social and economic status of poor communities through participation and involvement in their own development is realised

MANAGER (MECHANICAL WORKSHOPS) (ISF240001)

Ref No: ISF21/21

Basic Salary

R523 305.03 – R679 293.15 pa (T15)

Qualifications/ Requirements

- National Diploma/ Degree in Mechanical Engineering or Equivalent (NQF level 6/7)
- Registered as a professional Engineer (Pr.Eng)/ Professional Technologist
- Computer Literacy-Office Applications
- Code B driver's license
- 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 (administrative, maintenance, and Fleet control)
- Monitor productivity and performance
- Address deviations
- Implement standard and operating practices to manage the allocation, maintenance and optimal functionality of the municipal Fleet

**CONTROL OFFICER
(ISF700427)**

Ref No: ISF22/21

Basic Salary

R256 920.12 – R333 491.03 pa (T10)

Qualifications/ Requirements

- Matric/Grade 12 plus trade tested Artisan Electrician
- MV & HV Switching Authorization
- Computer Literacy-Office Applications
- 2 years relevant experience
- Driver's License

Key Performance Requirements

- Apply key technical procedures and applications associated with providing support to the Principal Technician with the MV & HV Control functions
- Monitor the implementation and execution of electrical distribution networks and disseminating technical information in order to ensure objectives are established, outcomes are accomplished in accordance with the agreed upon terms, specifications, costs and standards of quality.

**FOREMAN (SECONDARY SUBSTATION)
(ISF700406)**

Ref No: ISF23/21

Basic Salary

R358 065.87 – R464 785, 84 pa. (T12)

Qualifications/ Requirements

- Trade Test certificate Electrical
- MV & HV Switching Authorization
- Computer Literacy-Office Applications
- Code B driver's license
- 3 years relevant experience

Key Performance Requirements

- Co-ordinate and control the operations of the Installation, repairs and replacement of electrical components for the Secondary Sub-Station in the Electricity Construction and maintenance section inclusive of monitoring and implementing procedures
- Establish resource requirements
- Plan and schedule work programs and outcomes
- Monitor and attend to deviations in productivity and performance
- Attend to specific administrative, information reporting requirements and processes

**SENIOR SAFETY OFFICER
(ISF700699)**

Ref No: ISF24/21

Basic Salary

R358 065.87 – R464 785, 84 pa. (T12)

Qualifications/ Requirements

- National Diploma in Health & Safety Management (NQF level 6)
- SAMTRAC, NEBOSH certificate/Environmental and Quality qualification will be an advantage
- Excellent knowledge of legislation and procedures
- Familiarity with conducting data analysis and reporting statistics
- Great interpersonal and communication skills
- 2 years relevant experience

Key Performance Requirements

- Monitor the effective management developments and functioning of the Special Projects and Public Safety Division relating to the design, implementation and monitoring system to ensure compliance with the Occupational Health and Safety Act and associated regulations throughout the Electricity Department
- Monitor the health service, risk assessments, safety audits, environment audits and provision of standby personnel
- Investigate machinery-related incidents
- Introduce measures to prevent such occurrences
- Formulate and adapt the application of available resources through the process of identification, development, communication, measurement, evaluation and administration of appropriate health and safety and environmental systems in terms of Occupational Health and Safety Act (1993) and regulation
- Ensure compliance with the service units Safety rules, System Operating regulations and Occupational Health and Safety Act (1993)

**SEWER INSPECTOR (INFILTRATION MONITORING)
(ISF260446)**

Ref No: ISF25/21

Basic Salary

R180 017.34 – R233 650.68 pa (T7)

Qualifications/ Requirements

- Matric/Grade 12 NQF level 4
- Computer Literacy-Office Applications
- Driver's License
- 12 months relevant experience

Key Performance Requirements

- Perform tasks and activities associated with Sewer Inspections Services through the application of laid down procedures with respect to monitoring and conducting inspections of sewer systems (manhole/property inspections) using the CCTV camera in order to maintain the sewer reticulation system for efficient operation.

SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES

**SURVEY CAD OFFICER
(SDE170065)**

Ref No: SDE 33/21

Basic Salary

R256 920.12 - R333 491.03 pa (T10)

Qualifications/ Requirements

- Matric/Grade 12 plus certificate accredited SAQA – NQF level 5
- 2 Years' relevant experience

Key Performance Requirements

- Coordinate and control technical drawing tasks/activities associated with the professional operations of Planning/Land Survey to provide an effective service through preparing survey diagrams, general and working plans, cadastral hand plans, deeds office searches, and engineering Survey Plans in accordance to the procedures of the section.

**SENIOR ENVIRONMENTAL HEALTH PRACTITIONER
(SDE500011)**

Ref No: SDE34/21

Basic Salary

R358 065.87 – R464 785.84 pa. (T12)

Qualifications/ Requirements

- National Diploma/ Degree in Environmental Health- NQF level 6/7.
- Computer literacy- Office Application.
- Registration with the HPCSA to practice as an Environmental Health Practitioner.
- Code EB Driver's License.
- 3 Years relevant experience.

Key Performance Requirements

- Implement procedures and sequences associated with Environmental Health, through investigation, inspection, monitoring, evaluation, reporting and enforcing compliance
- Disseminate information and/or advice on practices that negatively impact on the environment and appropriate measures to curb and control environmental risks in order to ensure the provision of a clean and health environment conducive to and supporting a better quality of life in the Msunduzi Area.

**MANAGER (ARTS GALLERY AND THEATRE)
(SDE050001)**

Ref No: SDE35/21

Basic Salary

R453 897.97– R589 201.45 pa (T14)

Qualifications/ Requirements

- National Diploma/Degree in Art History and Museology or equivalent (NQF Level 6/7)
- Computer Literacy – Office Applications
- Code B Driver's License
- 4 years relevant experience

Key Performance Requirements

- Direct and control the key performance areas associated with the Tatham Art Gallery as a museum, through the provision of professional guidance and support,
- Define and design programme/ project methodologies,
- Manage project outcomes,
- Communicate and/or provide explanations/ recommendations based on best practices associated with the implementation of projects and programmes that support the Unit, Gallery Board of Trustees and community stakeholder requirements.

**MANAGER (ENVIRONMENTAL MANAGEMENT)
(SDE160092)**

Ref No: SDE 36/21

Basic Salary

R712 288.86 – R924 613.86 pa (T17)

Qualifications/ Requirements

- National Diploma/ B Degree in Environmental Management (NQF Level 6/7)

- Registration with EAPASA or SACNASP
- Computer Literacy – Office Applications
- Code B Driver's License
- 6 years relevant experience

Key Performance Requirements

- Manage and have oversight of the sub-units projects and functions;
- Monitor and facilitate compliance with environmental policy and legislation,
- Undertake and facilitate environmental strategic planning and the development of policy and plans
- Facilitate, develop and participate in strategies and fora to promote and enhance cooperative governance on environmental matters,
- Evaluate priorities and develop environmental capacity to ensure compliance with policy and legislative responsibilities and mandates to address all environmental issues and ensure sustainability.
- Identify budgetary requirements
- Draft business plans for environmental projects,
- Coordinate and develop environmental input into the IDP,
- Develop strategies and facilitate the integration of sustainability and biodiversity planning with all levels of planning and development.

A written application must be submitted on the Msunduzi Application for Employment form - 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. 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) application is required. Applications without the relevant attachments (cv/certificates) will be disqualified. **Qualification vetting process includes criminal record vetting.**

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 Mr PW Khumalo 033 392 2615.

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 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.

Closing Date: 25 November 2021

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

**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 11 November 2021

**THE ADVERTISING OF THESE POSTS IS AUTHORISED
BY THE CITY MANAGER:
MP KHATHIDE**