



Msunduzi Municipality

INTERNAL AND 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)**

Any successful candidate will be granted a period of 18 months to attain the required competencies subject to the employee meeting the relevant qualification and experience of the post advertised as per Municipal Regulations on Minimum Competency Levels, Gazette 29967 of 15 June 2007 and the MFMA Exemption Notice of March 2014

RE-ADVERT SEAT: PIETERMARITZBURG

GENERAL MANAGER: INFRASTRUCTURE SERVICES (5 YEAR CONTRACT)

VAC No: CMO 01/19

Salary

Min: R1 317 315 pa Midpoint: R1 596 747 pa Max: R1 876 176 pa

Qualifications/ Requirements

- A recognised NQF level 7 qualifications in Engineering Science, Electrical Engineering, Civil Engineering, Project Engineering or other related fields.
- A minimum of 7-8 years' experience of which 5 years must be at senior managerial level in an engineering environment.
- Registration with a recognised relevant engineering professional body.
- Thorough knowledge, understanding of relevant policy and legislation, institutional governance systems and performance management along with extensive knowledge of the local government environment
- Certificate in Municipal Finance Management (SAQA Qualification ID no. 48965) or to attain it within 18 months of appointment
- Valid drivers' license

LEADING MANAGERIAL COMPETENCIES

- Strategic Direction and Leadership
- Financial Management
- People Management & Empowerment
- Programme & Project Management
- Risk and Change Management
- Knowledge and Information Management
- Good Governance
- Legislation Policy and Implementation
- Institutional performance management and accountability

AREAS OF CONTROL

- Municipal Infrastructure Planning
- Municipal Fleet Management
- Project Management
- Electricity Distribution
- Water & Sanitation
- Roads and Storm Water

Key Performance Areas

- Manages the Business Unit through leading, planning, organizing and controlling administrative functions thereof
- Ensures compliance and implementation of the strategic needs, resources and interventions
- Compiles reports for submission to the relevant political structures, funders/donors and other stakeholders on the development and implementation of programmes/projects
- Provide strategic oversight, management and administrative leadership to the Business Unit
- To formulate and influence short, medium and long-term service delivery plans to deliver on municipal strategies and goals
- Manage the budget preparation and the implementation process for the Business unit
- Support and implement good governance in the area of responsibility
- Implement and manage the financial reporting process for the Business Unit
- To implement and manage the performance reporting process for the Business Unit
- To undertake risk assessment and guide the risk management for the Business Unit
- Establish and maintain appropriate internal controls and reporting systems in order to meet performance expectations/goals

PROSPECTIVE APPLICANTS SHALL BE SUBJECTED TO COMPETENCE ASSESSMENTS AND SECURITY VETTING.

The advertising of these posts is authorised by the Acting City Manager: Mrs N Ngcobo

Written application for the post of the General Manager: Infrastructure Services must be submitted on the Prescribed Annexure C of Government Gazette no 37245 dated 17 January 2014 and application for the Senior Manager posts must be submitted on the official Msunduzi Municipality application form. The form needs to be filled in completely and signed on the last page (in the event that the application is not completed properly your application shall not be considered), The form can be obtained from the Msunduzi Municipality website www.msunduzi.gov.za

The following attachments are required:

- The Application form
- Covering Letter
- Detailed CV with two referees with current contact information
- Certified copies of qualifications/certificates, ID and Driver's licence.
- Applicants are requested to furnish telephone number/s at which they may be contacted.

COMMUNITY SERVICES

PROJECTS FOREMAN (CITY / NOTHERN AREAS) (CSE270019)

VAC No: CSE01/19

Basic Salary

R305 734.14-R396 856.89pa (T12)

Qualifications/ Requirements

- Trade Tested Artisan + Supervisory certificate/ Management certificate
- Code EB Driving license
- 3-4 years of experience

Key Performance Requirements

- Coordinate the maintenance operations of the Public Buildings, Inclusive of monitoring and implementing procedures, maintaining effectiveness of repair and maintenance to Public Buildings
- Establish resource requirements
- Plan and schedule work for planned and predictive programmes and evaluating outcomes
- Monitor and attend to deviation s in productivity and performance and attending to specific administrative and information reporting requirements and processes

PLUMBER (CSE270025)

VAC No: CSE02/19

Basic Salary

R219 371.08- R284 750.99(T10)

Qualifications/ Requirements

- Trade Tested Artisan (Plumbing) – NQF Level 4
- Code E Driving License with PDP

- 1-2 years of experience

Key Performance Requirements

- Control the set-up, work in progress and completion of activities associated with the installation, maintenance and repair to water reticulation system, including, monitoring and correcting the productivity and performance outputs of support personnel
- Attend routine / general administrative recording requirements in order to ensure downtime and disruptions is minimised contributing positively towards sustaining acceptable service standards.

EDUCATION OFFICER (CSE500017)

VAC No: CSE03/19

Basic Salary

R219 371.04-R284 751.99pa (T10)

Qualifications/ Requirements

- Professional Health Nurse with relevant Training / Education Diploma / Degree –NQF Level 6
- Certificate of Competence HIV & aids counselling
- Computer Literacy – MS Office Applications
- 3-4 years' experience
- A valid code EB Driving license –PrDP

Key Performance Requirements

- Coordinate the application of procedures and sequences associated with an HIV/ AIDS awareness program through inspection, monitoring, evaluation, training / education, and reporting.
- Disseminate information and/ or advice on practices that negatively impact on Communities and implement appropriate measures to curb and control HIV/AIDS Risks in order to ensure the provision of a better quality of life in the Msunduzi region.

ECC CONTROLLER X 3 (CSE350238/350230/250231)

VAC No: CSE04/19

Basic Salary

R194 823.23-R252 911.70pa (T9)

Qualifications/ Requirements

- Grade 12 or Matric
- With similar experience in Fire –Fighter or Policing, Security and any Emergency Service experience
- Computer Literacy – MS Office Applications will be added advantage
- 3-6 months' experience

Key Performance Requirements

- Attend to tasks associated with the operations of the Control Room, Receiving, responding and/ or transferring messages and Information to facilitate and co-ordinates specific action or Intervention
- Provide general office clerical support to enable accomplishment of specific delivery related requirements and /or instruction for the Fire, Emergency & Disaster Management Services.

CORPORATE SERVICES

ORGANISATIONAL DEVELOPMENT PRACTITIONER (HRC060113)

VAC No: CS02/19

Basic Salary

R258 967.65– R336 155.65 pa. T11

Qualifications/ Requirements

- Matric or Grade 12 – NQF Level 4
- Degree in Industrial and Organisational Psychology
- ODETDP an added advantage
- Computer Literacy – Office Applications
- Code EB Driving License
- 2-3 years' relevant work experience

Key Performance Requirements

- Coordinate and process the Organisational Development function at Msunduzi Municipality through the implementation and alignment of policies, procedures, systems and controls

- Guide critical management service interventions, applications and outcomes and providing strategic advice on the mission critical initiatives with respect to Organisational Development aimed at supporting the accomplishment of the Municipality's key performance areas and service delivery objectives.

FINANCIAL SERVICES

ADVISOR (COMPLIANCE & REPORTING) (FIN120073)

VAC No: FIN02/19

Basic Salary

R305 734.14 – R396 856.89 pa. T12

Qualifications/ Requirements

- Degree in B Com Accounting
- Computer Literacy- Office Application
- 4 years of work experience
- Completed articles
- Knowledge of local government legislation

Key Performance Requirements

- Co-ordinates and controls the application of compliance monitoring and analysis, development and apply specialised theories, including supporting the outcomes of the MFMA through delivery a comprehensive and consistent approach in supervision and compliance monitoring of the regulated sector
- Support regulated business (reporting entities) in their effort to comply by providing timely and quality guidance and advice, exercising sound judgment in applying regulatory tools and advising on appropriate regulatory interventions

REAL ESTATE OFFICER (FIN150118/119) X 2

VAC No: FIN03/19

Basic Salary

R258 967.65 – R336 155.65 pa. T11

Qualifications/ Requirements

- Relevant tertiary qualification (degree/diploma)
- National Diploma in Real Estate will be an advantage
- Computer Literacy (MS office application) and working knowledge of SAP ERP will also be an advantage
- 3 years' relevant experience
- Supervisory experience in real estate will be an advantage

Key Performance Requirements

- Coordinate control the application of procedures and sequences associated with the acquisition of Immovable property for council and the sales of Council owned land
- Preparation of response and provision of information to supports resolution
- Execute specific action to facilitate compliance with statutory regulation and by-laws and attend specific support activities
- Undertake negotiations and investigation on disposals and acquisitions and motive approximate recommendations
- Liaise with Lessees, applicant's institutions, organisations Municipal and estate departments with regard to Land matters
- Conduct investigation, prepare memorandum and obtain Legal opinion on Land matters and disposal of Land

DIVISIONAL VALUER (FIN150097) X 3

VAC No: FIN04/19

Basic Salary

R387 560.30– R503 089.12 pa. T14

Qualifications/ Requirements

- Relevant National Diploma plus registration with relevant professional Council
- National Diploma in Real Estate plus registration as a Professional as Valuer/Professional Associated Valuer with SACVP) will be an advantage
- 5 years' relevant experience
- Supervisory experience in real estate and valuation and a working knowledge of SAP ERP and advanced MS Excel will be an added advantage
- Valid Driver's License will be an added advantage

Key Performance Requirements

- Coordinate and align the Section key performance areas against critical property valuation and research priorities through the provision of professional guidance and support
- Define and negotiate complex valuation methodologies, approaches and concepts
- Analyse and evaluate the adequacy of proposals to meet objectives

- Communicate and /or provide explanation / recommendations based on best practices associated with property valuations matters
- Production of Municipality Valuation Roll

**ACCOUNTANT (SUNDRIES)
(FIN120009)**

VAC No: FIN05/19

Basic Salary

R305 734.14 – R396 856.89 pa. T12

Qualifications/ Requirements

- Relevant tertiary qualification (Degree or Diploma)
- Degree / National Diploma in Accounting or equivalent will be an advantage
- Computer Literacy (MS Office Applications) and a working knowledge of SAP ERP will also be an advantage
- 3 years' relevant experience
- Valid Driver's License will be an added advantage

Key Performance Requirements

- Co-ordinates and controls the application of accounting procedures within the Budget and Treasury Office by attending to the verification, reporting, processing and reconciliation of creditors accounts
- Reconcile general ledger votes
- Assist with the preparation of annual Financial Statements
- Control the effective implementation record keeping and data management
- Ensure compliance with MFMA and other municipal legislations and policies

**SENIOR MANAGER (GOVERNANCE & PERFORMANCE MANAGEMENT)
(FIN120072)**

VAC No: FIN06/19

Basic Salary

R752 901.96– R977 336.54 pa. T19

Qualifications/ Requirements

- Relevant tertiary qualification (Degree or Diploma)
- B Com/ National Diploma or equivalent with accounting as a major as well as MFMP minimum competency requirement and either CA/CIMA/CIS/ will be an advantage
- Knowledge of GRAP standards and SAP ERP will also be an advantage
- 7 years' relevant experience at Management level of which 2 must be at Senior Management Level
- Valid Driver's License will be an added advantage

Key Performance Requirements

- Ensure sound Financial Governance and Compliance to all relevant Financial Legislation, Policies and Procedures
- Provide strategies advice with respect to organisation development aimed at the supporting accomplishment of the municipality key performance areas and services delivery objectives
- Develop and manage staff through leading, performance management and effective communication
- Monthly reporting on all financial matters to Council /National & provincial Treasury overall preparation of Financial statements for submission to the Auditor General's Office

**MANAGER: BUDGET IMPLEMENTATION & MONITORING
(FIN120047)**

VAC No: FIN07/19

Basic Salary/

R503 089.12 – R653 029.48 pa. T16

Qualifications/ Requirements

- Relevant tertiary qualification (Degree or Diploma)
- Degree / National Diploma in Accounting or equivalent will be an advantage
- Computer Literacy with advanced MS Excel and working knowledge of SAP ERP will also be an advantage
- MFMA minimum competency requirement and Management experience in Accounting, Finance and Budgeting will be an added advantage
- 6 years' relevant experience
- Valid Driver's License will be an added advantage

Key Performance Requirements

- Manage the key performance and result indicators associated with the budget implementation and monitoring
- Reconcile general ledger votes
- Assist with the preparation of annual Financial Statements
- Control the effective implementation record keeping and data management

- Ensure compliance with MFMA and other municipal legislations and policies and procedures dictating financial reporting and recording requirements
- Provide input into longer term objective setting and financial planning sequences
- Direct and execute accounting procedures and processes associated with preparation of the Budget Implementation and Monitoring.

INFRASTRUCTURE SERVICES

**CHIEF ENGINEER (OPERATIONS MAINTENANCE)
(ISF700004)**

VAC No: ISF01/19

Basic Salary

R608 187.13 – R789 480.68 pa. T17

A 10% Scarce Skills Allowance is also payable subject to certain conditions

Qualifications/ Requirements

- BSc/BTech in Electrical Engineering
- Electrical Engineers Certificate of Competency (Government Competency Certificate)
- Registered with ECSA as a Professional Engineer / Technologist
- 7 years post qualification experience (3-5 years' at a Senior Management level)
- A valid code B Driver's License
- Candidates with a National Diploma in Electrical Engineering, a Government Competency Certificate, registration with ECSA as a Certificated Engineer, a post graduate management qualification and at least 10 years relevant post qualification experience in an electrical operations and maintenance environment may also be considered.

Key Performance Requirements

- Plans , Lead and direct the electricity Construction & Maintenance functionality through implementation of Construction & Maintenance Projects associated with the design , development and alignments of policies , procedures , systems and controls guiding critical interventions and outcomes and providing strategic advice on the mission of critical initiatives with respect to development aimed at support the accomplishment of the Municipality key performance areas and service Delivery objectives.

**SENIOR TECHNOLOGIST
(ISF260008)**

VAC No: ISF02/19

Basic Salary

R387 560.30– R503 089.12 pa. T14

A 10% Scarce Skills Allowance is also payable subject to certain conditions

Qualifications/ Requirements

- BSc/BTech Civil Engineering - NQF Level 7
- Registration with ECSA as a Professional Engineer/Technologist will be an added advantage
- A valid Code B Driver's License
- Min 4 years' relevant experience

Key Performance Requirements

- Manages the key performance areas and result indicators associated with Water & Sanitation Projects through the investigation, analysis, interpretation and reporting of project developmental requirements (Tender Adjudication, Contracts Management, Budget Monitoring & Quality Control) against the capacity and capability of the department to accomplish immediate and short-term service delivery objectives in keeping with the Integrated Development Plan of the Municipality.

**TECHNICIAN(CONSTRUCTION)
(ISF260020)**

VAC No: ISF03/19

Basic Salary

R258 967.65– R336 155.65 pa. T11

A 10% Scarce Skills Allowance is also payable subject to certain conditions

Qualifications/ Requirements

- National Diploma Civil Engineering or higher
- A valid Code B Driver's License
- 1 years' relevant experience

Key Performance Requirements

- Co-ordinates the technical applications and procedures with regards to ensuring compliance with specific Water Services Act requirements
- Conduct review and analysis of Water Services Development Plan (Sewerage operations and maintenance) and associated master plans.
- Participate in the preparation of maintenance project guidelines, providing recommendations on proposals and the appointment of consultants.
- Control the implementation, administration and communication of the status of programmes/projects in the sewer operations and maintenance.
- Co-ordinate and perform tasks/activities pertaining to Capital New Works and the quality control and monitoring of infrastructure projects

SENIOR ENGINEER (ISF250571)

VAC No: ISF04/19

Basic Salary

R446 823.50– R580 013.81 pa. T15

A 10% Scarce Skills Allowance is also payable subject to certain conditions

Qualifications/ Requirements

- BSc/BTech Civil Engineering - NQF Level 7
- Registered with ECSA as a Professional Engineer / Technologist
- A valid Code B Driver's License
- Min 4 years' relevant experience in roads planning, design and implementation

Key Performance Requirements

- Manage
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- the planning, implementation, monitoring, evaluation and reporting sequences of the transportation / roads process associated with the planning of safe, reliable and cost effective system design to accomplish key service delivery objectives with respect to Roads and Transportation Operations , coordination of operations associated with the identification and solving of transportation problems through prompt and efficient execution of planning sequences and applications.(This must relate to implementation and evaluation of quality monitoring in roads and storm-water drainage projects against approved specification. i.e. if the project is implemented to the set specification and desired the quality outcome)

MANAGER (METERING AND TARRIFS) (ISF700050)

VAC No: ISF05/19

Basic Salary

R387 560.30– R503 089.12 pa. T14

A 10% Scarce Skills Allowance is also payable subject to certain conditions

Qualifications/ Requirements

- A relevant 3 year tertiary qualification in Electrical Engineering (Heavy Current) (Degree or Diploma)- NQF Level 7
- A valid Code B Driver's License
- 4 years relevant work experience

Key Performance Requirements

Manages the key performance areas and result indicators associated with tariff design and metering through the implementation of specific policies and procedures
Interpret the developmental requirements against the capacity and capacity of the department to accomplish immediate, short and longer term service delivery objectives.

MANAGER (TECHNICAL SUPPORT) (ISF700008)

VAC No: ISF06/19

Basic Salary

R503 089.12– R653 029.48 pa. T16

A 10% Scarce Skills Allowance is also payable subject to certain conditions

Qualifications/ Requirements

- BSc / BTech Degree (Electrical Engineering Heavy Current)- NQF Level 7
- Registration with ECSA as a Professional Engineer/Technologist will be an added advantage
- A valid Code B Driving License
- 6 years' relevant work experience

Key Performance Requirements

Plan and manage the Business Units Maintenance and Construction functionality through implementation of a protection system associated with the design, develop mentation and alignment of policies, procedure, systems and controls guiding critical interventions, applications and outcomes

Provide guidelines on Protection system procedures and address key requirements with specialist personnel

Address Technical issues with personnel and clients, providing information, advice on protection system specifications based on National Electricity Regulation requirements

Manage the protection requirements for the Traffic Signals and Telephones, Equipment Testing MV/HV Protection and 2 WAY Radio, Scada and Telemetry Sections

Providing strategic advice on the mission critical initiatives with respect to development aimed at supporting the accomplishment of the Municipality key performance areas and service delivery objectives.

ARTISAN (ELECTRICIAN) (ISF700261)

VAC No: ISF07/19

Basic Salary

R219 371.08– R284 750.99 pa. T10

A 10% Scarce Skills Allowance is also payable subject to certain conditions

Qualifications/ Requirements

- Trade Tested Artisan –Electrical – NQF Level 4
- Certificate in Basic First Aid will be an advantage
- A valid Code B Driver's License
- 2 years' relevant work experience

Key Performance Requirements

Coordinates and implement the set-up, work in progress and completion of specialised electrical tasks / activities associated with Overhead Line Repairs and Maintenance

Monitor and correct subordinate's productivity, performance and attending routine / general administrative recording requirements contributing to the accomplishment of Departmental objectives

Coordinate and control the operations of the electricity meter installation services through the application of laid down procedures

Inspect, Investigate and auditing meters for electricity theft and mater tampering, in order to ensure the requirements of the Section are

MANAGER (UNDERGROUND MAINS) (ISF700239)

VAC No: ISF09/19

Basic Salary

R387 560.30– R503 089.12 pa. T14

A 10% Scarce Skills Allowance is also payable subject to certain conditions

Qualifications/ Requirements

- BSc/BTech Electrical Engineering – NQF Level 7
- A valid Code B Driver's License
- Registration with ECSA as a Professional Engineer/Technologist will be an added advantage
- Min 5 years' relevant work experience

Key Performance Requirements

Plans and manages the Business Units Maintenance and Construction functionality through implementation of Construction ,MV , LV & Maintenance Projects associated with the design , development and alignment of policies , procedures , systems and controls guiding critical interventions , applications and outcomes and providing strategic advice on the mission critical initiatives with respect to development aimed at supporting the accomplishment of the Municipality key performance areas and service delivery objectives.

TECHNICIAN (ISF250072)

VAC No: ISF10/19

Basic Salary

R258 967.65-R336 155.65pa (T11)

A 10% Scarce Skills Allowance is also payable subject to certain conditions

Qualifications/ Requirements

- National Diploma Civil Engineering
- Registered with ECSA as a Candidate Technician
- 1-year relevant experience
- Valid Code B Driver's license

Key Performance Requirements

- Apply key technical procedures and applications associated with roads maintenance and rehabilitation.
Execute operational plans and monitoring outcomes.
Attend to processes aimed at ensuring compliance through the provision of guidance and advice, planning and analysing and preparation of maintenance plans in order to ensure objectives

and established outcomes are accomplished in accordance with the agreed terms, specifications, costs and standards of quality

CHIEF ENGINEER (WATER CONSERVATION & INFILTRATION CONTROL) (ISF260004)

VAC No: ISF11/19

Basic Salary

R608 187.13 – R789 480.68 pa. T17

A 10% Scarce Skills Allowance is also payable subject to certain conditions

Qualifications/ Requirements

- Bachelor of Science (Civil Engineering / B.Tech Civil Engineering) – NQF Level 7
- Registration with ECSA as a Professional Engineer (Pr. Engineering or Pr. Tech) will be an added advantage
- Min 5 years' management experience at a senior level in the Engineering field.

Key Performance Requirements

- Manage the key performance areas and result indicators for the Water Conservation and Infiltration Control Section of the Water & Sanitation Department.
- Formulate, review, identify, prioritise and implement plans necessary to address the reduction of water losses and infiltration.
- Communicate with functional and community based role players, formulate contracts, approve and monitor the execution and application of procedures regulations and standards.
- Comply with requirements in terms of the appointment as a Water Services Authority for the region.

CHIEF TECHNOLOGIST (ISF260009)

VAC No: ISF12/19

Basic Salary

R446 823.50– R580 013.81 pa. T15

A 10% Scarce Skills Allowance is also payable subject to certain conditions

Qualifications/ Requirements

- Bachelor of Science (Civil Engineering, B.Tech Civil or B.Tech Project Management) – NQF Level 7
- Registration with ECSA as a Professional Engineer (Pr. Engineering or Pr. Tech) will be an added advantage
- A valid Code B Driver's Licence
- Min 4 years' relevant work experience

Key Performance Requirements

Manage the key performance areas and result indicators for the Water & Sanitation Projects through the investigation, analysis, interpretation and reporting of project developmental requirements (Tender Adjudication, Contracts Management, Budget Monitoring & Quality Control, against the capacity and capability of the department to accomplish immediate and short term service delivery objectives in keeping with the Integrated Development Plan of the Municipality.

MANAGER (DESIGN & PROJECT IMPLEMENTATION) (ISF250006)

VAC No: ISF13/19

Basic Salary

R608 187.13 – R789 480.68 pa. T17

A 10% Scarce Skills Allowance is also payable subject to certain conditions

Qualifications/ Requirements

- BSc (Engineering) / B-Tech Degree
- Registered with ECSA as a Professional Engineer or Professional Technologist
- Relevant post graduate qualification will be an advantage
- 7 Years' relevant experience of which at least 3 years must be at a management level
- Min 6 years Civil Engineering and Project management experience will be an added advantage
- Valid Code B driver's license

Key Performance Requirements

- Manage the key performance areas and results indicators contributing to integrated solutions and outputs through the provision of a professional Engineering design and implementation management service encompassing implementation of technical buildings and roads engineering principal and procedural applications that support the broader scope and objectives related to the design and development of a safe and efficient built environment
- Institute control measures to ensure the implementation of IDP projects
- Preparation of budgets.

SENIOR TECHNOLOGIST (ISF260007)

VAC No: ISF14/19

Basic Salary

R387 560.30– R503 089.12 pa. T14

A 10% Scarce Skills Allowance is also payable subject to certain conditions

Qualifications/ Requirements

- Degree /B-Tech in Civil Engineering
- Registered with ECSA as a Professional Technologist
- 4 Years' relevant experience
- 3 years' project management experience in the civil engineering field will be an advantage
- Valid Code B Driver's license

Key Performance Requirements

- Manage the key performance areas and result indicators associated with Water and Sanitation Projects through the investigation, analysis, interpretation and reporting of project developmental requirements (Tender Adjudication, Operations and Maintenance Contracts Management, Budget Monitoring and Quality Control) against the capacity and capability of the department to accomplish immediate and short-term service delivery objectives in keeping with the Integrated Development Plan of the Municipality.

SUSTAINABLY DEVELOPMENT AND CITY ENTIPRISES

SYSTEMS OPERATOR (SDE450010)

VAC No: SDE03/19

Basic Salary

R194 823.23 – R252 911.70 pa. T9

Qualifications/ Requirements

- Appropriate Information Technology / Degree
- Computer Literacy- Office Application
- 2 years of work experience on the Fresh mark systems
- 1-2 years' experience

Key Performance Requirements

- Performs tasks /activities associated with computer network system and operational on a 24 hours' basis and interrupted functionality of operations, and advising on the capturing of relevant data onto the computer systems.

TRACTOR DRIVER (SDE460010)

VAC No: SDE 04/19

Basic Salary

R108 228.97 – R139 793.11 pa. T5

Qualifications/ Requirements

- Appropriate level of Education
- Code B driving license
- 1-6 Months experience

Key Performance Requirements

- Performs tasks /activities associated with the maintenance and cleaning of grounds at the Aerodrome, using a tractor and operating specialized grass cutting equipment during maintenance activities.

SENIOR BUILDING INSPECTOR (SDE170012)

VAC No: SDE 05/19

Basic Salary

R258 967.65– R336 155.65 pa. T11

Qualifications/ Requirements

- Trade Tested Artisan in the Civil/ Construction Industry
- Peace Officers Certificate
- Code EB driving license
- 5-7 years' experience

Key Performance Requirements

- Coordinates sequences associated with monitoring compliance with standards, procedures, regulation and specification encompassed in regulations and Town Planning Schemes, Fire Prevention Practice, and roads layout with regards to the submission of plans for approval and construction of building, preparing and presenting investigational and qualitative reports, processing / approving specific transactional works documentation and issuing compliance notices to align practices.

THE ADVERTISING OF THESE POSTS IS AUTHORISED BY THE ACTING CITY MANAGER: MRS N NGCOBO

Written application must be submitted on the Msunduzi Application form of employment- *to be obtained from the City Hall- at the Security, Professor Nyembezi Building on the Ground Floor, libraries around the Msunduzi Area and ABM offices, as well as on www.msunduzi.gov.za* The form needs to be filled in completely and signed on the last page (in the event that the Application form is not properly/fully completed, the application shall not be considered).

The following attachments are required:

- CV with two referees with current contact information
- Certified copies of qualifications/certificates, ID and Driver's licence.
- Applicants are requested to furnish current telephone number/s and email address at which they may be contacted.

The application needs to be addressed to the General Manager: Corporate Services and be posted in the box provided on the Ground Floor next to Security in Professor Nyembezi Centre or posted to Private Bag X321, Pietermaritzburg, 3200. Enquiries Mrs XB Hulane 033 392 2112 Closing dates: 15 February 2019 at no later than 15h00.

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.

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

THE MUNICIPALITY RESERVES THE RIGHT NOT TO FILL THESE POSTS

The Msunduzi Municipality is an Affirmative Action/ Employment Equity Employer. Msunduzi Municipality is guided by the principle of Employment Equity. People with disabilities are encouraged to apply.

Please note that the Qualification that is not accredited by SAQA (South African Qualification Authority) will be not considered

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.

THE INTERNAL EMPLOYMENT PROCESS FOR THE POSITIONS HAS BEEN FINALISED. HOWEVER, INTERNAL CANDIDATES THAT ARE STILL INTERESTED IN THE POSITIONS CAN STILL APPLY.

06.02.2019
