



Msunduzi Municipality



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)

- Provide advice on application of policies, procedures and collective agreements
- Support management on disciplinary and grievance matters
- Communicate with staff at all levels
- Provide supervision to clerical staff

INFRASTRUCTURE SERVICES

ARTISAN SUPERVISOR
(ISF7250237)

REF/ VAC No: ISF10/18

Basic Salary

R205 019.70 – R266 122.42 pa (T10)

Qualifications/ Requirements

- Railway Platelayer or Track Master qualification
- 12 months relevant experience in railway siding management
- Code EC driver's License with PrDP

Key Performance Requirements

- Perform tasks associated with supervising and controlling personnel
- Undertaking tasks associated with roads, road patching, masonry /concrete work (brickwork, kerb-laying of concrete foundations, slabs), Railway etc.
- Identify, communicate and apply contingency measures in accordance with instruction to minimise specific problems /defects
- Guide personnel on routine operational activities and support specialist personnel with the execution of repair and maintenance sequences.
- Manage all aspects of Municipal railway sidings, including safety, reporting and legislative requirements
- Monitor track condition, prepare maintenance programmes and reactive repair duties
- Instruct and monitor in-house and private contracting teams
- Railway quality checks and signing off work for payment
- Train in-house personnel in railway duties
- Railway materials management
- Liaising with Transnet, private siding owners, Municipal Safety Managers and Railway Safety Regulator officials, and compliance with Railway Safety Regulator requirements

THE POST WAS ADVERTISED ON 25 JUNE 2018 AND IS HEREBY AMENDED

Closing dates: **09 JULY 2018** at no later than 15h00.

CITY MANAGER'S OFFICE

HUMAN RESOURCES OFFICER (ELECTRICITY)
(HRC060061)

VAC No: CMO 09/17

Basic Salary

R205 019.70 – R266 122 42 (T10)

Qualifications/ Requirements

- Matric or Grade 12 – NQF Level 4
- Proficiency in MS Office applications
- Proven record of experience in Human Resources Field (3-5 years)
- Conflict Management Skills
- Strong work ethics and reliability
- Understanding of labour laws, disciplinary and grievance procedures
- A valid Code EB driving license

Key Performance Requirements

- Support the development and implementation of HR initiatives and systems

COMMUNITY SERVICES

SENIOR TECHNICIAN (ELECTRICAL)
(CSE350214)

VAC No: CSE18/18

Basic Salary

R285 732.84 – R370 894.29 pa (T12)

Qualifications/ Requirements

- Relevant National Diploma/ Degree in Electrical Engineering
- Registered with ECSA or IESSA
- 3 years' relevant work experience
- A valid code 08 Drivers licence

Key Performance Requirements

- Apply technical procedures and applications associated with the development of specific software.
- Maintain and repair communication, telemetry and electronic devices.
- Prepare contractual documentation and monitor the implementation and execution of minor contracts ensuring accurate design and specifications are available to support the scoping, planning, execution and evaluation of planned maintenance projects

SUPERINTENDENT (POOL)
(ISF7550052)

REF/ VAC No: CSE19/18

Basic Salary

R285 732.84 – R370 894.29 pa (T12)

Qualifications/ Requirements

- An appropriate level of secondary education plus safety and Pool Management Certificate
- Relevant Diploma & Knowledge of Building & Pool Maintenance – NQF Level 4
- Certificate in Lifesaving /Frist Aid
- 2-3 years' relevant experience

Key Performance Requirements

- Manage and Control the operation in the sports and recreation Section (Pools) through application of laid down procedures with respect to the execution of operational plans and priorities
- Evaluate personnel resource capabilities and efficiencies
- Implement corrective measures/ intervention in order to ensure that optimum functionality levels are maintained supporting the accomplishment of service delivery objectives.

CHIEF TECHNICIAN
(CSE270008)

REF/ VAC No: CSE20/18

Basic Salary

R321 697.89 – R417 592.06 pa (T13)

Qualifications/ Requirements

- Relevant technical tertiary qualification (Degree/ Diploma)
- Competent in Electrical Work
- Registration as a Professional Technician with ECSA
- 5 years' relevant work experience
- A valid Code B Driver's License

Key Performance Requirements

- Co-ordinate and control key technical Engineering, Building, Programming and Design procedure and application associated with provision of support, advice and guidance, formulation and development and/ or draughting of plans, proposals and designs for complex forms of complete Buildings

- Prepare contractual documentation and monitor the implementation and execution thereof
- Disseminate technical project /contract information internally and externally
- Ensure through creative and specialized application accurate specification can be established to support project planning and execution discussions and decision making processes

INFRASTRUCTURE SERVICES

MANAGER: UNDERGROUND MAINS (ISF7000239)

REF/ VAC No: ISF12/18

Basic Salary

R337 375.08 – R437 944.06 pa (T14)

Qualifications/ Requirements

- National Diploma / B –Tech Degree in Electrical Engineering
- Registered with ECSA as a Professional Technician /Professional Technologist
- At least 4 years' experience in Underground Mains plus 11 kv authorization
- Valid Code B driving license

Key Performance Requirements

- Plan and manage 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 outcome 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 services delivery objectives.

MANAGER TECHNICAL SUPPORT (ISF700008)

REF/ VAC No: ISF13/18

Basic Salary

R470 176.75 – R610 307.93 pa (T16)

Qualifications/ Requirements

- BSc/ B-Tech Degree (Electrical Engineering)- NQF Level 7
- Registered with ECSA as a Pr Eng /Pr Tech will be an added advantage
- A valid Code B Driving License
- 6 years relevant experience.

Key Performance Requirements

- Plan and manage the Business Units Maintenance and Construction functional through implementation of a protection system associated with designer, developments and alignment of policies, procedures, systems and control 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

MANAGER (METERING & TARRIFS) (ISF700050)

REF/ VAC No: ISF14/18

Basic Salary

R362 205.89– R470 176.75 pa (T14)

Qualifications/ Requirements

- A relevant 3- year tertiary qualification (Degree or Diploma) NQF Level 7
- A valid Code B Driver Licence
- 4 years' relevant experience.

Key Performance Requirements

- Manage the key performance areas and result indicators associated with Tariff Design and metering through the implementation of specific policies and procedures
- Interpret the development requirements against the capacity and capability of the Department to accomplish immediate, short and longer term service delivery objectives.

INSTALLATION INSPECTOR (ISF70067)

REF/ VAC No: ISF15/18

Basic Salary

R205 019.70 – R266 122.42 pa (T10)

Qualifications/ Requirements

- Trade Tested Artisan –Electrical –NQF Level4
- 2-3 years' experience
- A valid code EB Drivers Licence

Key Performance Requirements

- Co-ordinate the set-up, work in progress and completion of specialized tasks Activities associated with the service installation, maintenance and repairs to electricity meters
- Guide personnel and, attend to routine/ general administrative recording requirements in the Sub-Section

LINE ERECTOR (ISF700285/86)

REF/ VAC No: ISF16/18

Basic Salary

R143 651.97 – R187 450.38 pa (T7)

Qualifications/ Requirements

- An appropriate level of Secondary Education-NQF Level2
- Code EC Drivers Licence
- 6-12 months' experience

Key Performance Requirements

- Perform specific tasks/ activities in the Overhead Lines Repairs and Maintenance Section, associated with the erection of electrical line support poles
- Installation of overhead lines, and repairing and maintaining existing overhead lines, in accordance to the requirements of the Section.

THE ADVERTISING OF THESE POSTS IS AUTHORISED BY THE CITY MANAGER: MR S HADEBE

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 Senior Manager: Human Resource Management 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: 16 July 2018 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.