



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)

THE MUNICIPALITY IS LOOKING FOR SUITABLE CANDIDATES TO FILL THE FOLLOWING POSITIONS ON A THREE (3) YEAR FIXED TERM CONTRACT

SUSTAINABLE DEVELOPMENT AND CITY ENTERPRISES

PROJECT MANAGER (RURAL) (SDE310010)

VAC No: SDE27/17

Basic Salary

R337 375.08 – R437 944.08 pa (T14)

Qualifications/ Requirements

- Relevant tertiary qualification (degree/national diploma)
- Degree/National Diploma in Development Planning or Social Science will be an advantage
- Post graduate qualification in Applied Social Science will be a further advantage
- Project Management skills/ Management Skills
- Knowledge of Rural Housing Policy and legislation with special focus in KZN
- 3 years relevant experience in Human Settlement related social research and in the land legal issues and methodology used by GEVDI land acquisition initiative
- A valid Code B /C1 Drivers Licence will be a further advantage

Key Performance Areas

- Facilitate Rural Housing Delivery Projects in Msunduzi with respect to the implementation of Rural and complexity Housing Projects through the management, analysis, conflict resolution, assessment and mapping out of critical deliverables and costing frameworks
- Prepare and defend contractual terms
- Resolve disputes
- Provide information and advice on best practices to guide, enable and ensure key project milestones are accomplished in accordance with project objectives and budgeted capital frameworks
- Development of Rural and Urban Housing policy for Msunduzi
- Work closely with the Implementing agent and other community structures to promote the use of local labour during Housing delivery
- Represent Msunduzi in the delivery of Vulindlela Housing Programme
- Facilitate the participation of urban and rural community structures, Amakhosi and Ingonyama Trust in the development of Human Settlement solutions in rural areas
- Project management and coordination of services delivery

PROJECT MANAGER (SDE310009)

VAC No: SDE28/17

Basic Salary

R337 375.08 – R437 944.08 pa (T14)

Qualifications/ Requirements

- Relevant tertiary qualification (degree/national diploma)
- Degree/National Diploma in Development Planning or Social Science will be an advantage
- Post graduate qualification in Applied Social Science will be a further advantage
- Project Management skills/ Management Skills
- Knowledge of Urban Housing Policy and legislation with special focus in KZN
- 3 years relevant experience in Human Settlement related social research and in the land legal issues and methodology used by GEVDI land acquisition initiative
- A valid Code B /C1 Drivers Licence will be a further advantage

Key Performance Areas

- Facilitate Rural and Urban Housing Delivery Projects in Msunduzi with respect to the implementation of Rural and complexity Housing Projects through the management, analysis, conflict

resolution, assessment and mapping out of critical deliverables and costing frameworks

- Prepare and defend contractual terms
- Resolve disputes
- Provide information and advice on best practices to guide, enable and ensure key project milestones are accomplished in accordance with project objectives and budgeted capital frameworks
- Work closely with the Implementing agent and other community structures to promote the use of local labour during Housing delivery
- Represent Msunduzi in the delivery of Vulindlela Housing Programme
- Development of Urban and Rural Housing policy for Msunduzi
- Facilitate the participation of urban and rural community structures, Amakhosi and Ingonyama Trust in the development of Human Settlement solutions in rural areas
- Project management and coordination of service delivery

PROJECT OFFICER (INFORMAL SETTLEMENTS) (SDE310027)

VAC No: SDE29/17

Basic Salary

R266 144.60 – R345 467.80 pa (T12)

Qualifications/ Requirements

- Relevant tertiary qualification (degree/national diploma)
- Degree/National Diploma in Built Environment will be an advantage
- Registered as a Professional Construction Project Manager with the SA Council for the Construction Project Management Professions
- 3 years relevant experience in Architecture/ Project Management
- A valid Code B /C1 Drivers Licence will be a further advantage

Key Performance Areas

- Provide a project engineering management service with respect to the execution and implementation of average to high complexity Architectural projects through the management of the process of analysing, investigating, assessing and mapping out critical deliverables and costing frameworks
- Prepare and defend contractual terms
- Resolve disputes
- Provide information and advice on best practices to guide, enable and ensure key project milestones are accomplished in accordance with Housing objectives and budgeted capital Budget frameworks

PROJECT OFFICER (IMPLEMENTATION) (SDE310020/21)

VAC No: SDE30/17

Basic Salary

R266 144.60 – R345 467.80 pa (T12)

Qualifications/ Requirements

- Relevant tertiary qualification (degree/national diploma)
- Degree/National Diploma in Built Environment will be an advantage
- Registered as a Professional Construction Project Manager with the SA Council for the Construction Project Management Professions
- 3 years relevant experience in Architecture/ Project Management
- A valid Code B /C1 Drivers Licence will be a further advantage

Key Performance Areas

- Provide a project engineering management service with respect to the execution and implementation of average to high complexity Architectural projects through the management of the process of analysing, investigating, assessing and mapping out critical deliverables and costing frameworks
- Prepare and defend contractual terms
- Resolve disputes
- Provide information and advice on best practices to guide, enable and ensure key project milestones are accomplished in accordance with Housing objectives and budgeted capital Budget frameworks.

TOWN PLANNING INSPECTOR X3 (SDE160057/58/59)

VAC No: SDE33/17

Basic Salary

R225 433.91 – R292 626.82 pa (T11)

Qualifications/ Requirements

- Relevant tertiary qualification (degree/national diploma)
- Degree/National Diploma Town and Regional Planning will be an advantage
- Peace Officer's Certificate will be a further advantage
- 1 year relevant post qualification experience
- A valid Code B /C1 Drivers Licence will be a further advantage

Key Performance Areas

- Process and monitor sequences associated with monitoring compliance with buildings/ land use encompassed in the National Building Regulations, Kwa-Zulu Natal Planning & Development Act (Act No.6 of 2008) and Town Planning Schemes
- Road layout with regards to the submission of plans for approval and construction of building, preparing and presenting investigational and qualitative reports
- Process/approve specific transactional works documentation
- Issue compliance notices to align practices

SENIOR TECHNICAL TOWN PLANNER X3
(SDE160047/48/49)

VAC No: SDE34/17

Basic Salary

R266 144.60 – R345 467.80 pa (T12)

Qualifications/ Requirements

- Relevant tertiary qualification (degree/national diploma)
- National Diploma or B-Tech in Town Planning will be an advantage
- Registered as a Technical Planner or Professional Planner with SA Council for Planners
- 3 years relevant experience which may include experience in Land Use Management/ Spatial Planning/Land Acquisition, Layout and Urban Design
- Knowledge and experience in the use of Town Planning tools such as Autocad, GIS and other relevant programmes will be an advantage
- A valid Code B /C1 Drivers Licence will be a further advantage

Key Performance Areas

- Provide a professional Town & Regional Planning service for the Msunduzi Municipality through the preparation and adoption of a Hierarchy of Strategic & Development plans
- Plan policy formulation in support of a Land Use Management system to guide and direct future growth in the Municipality's geographical area.
- Execute the application of procedures, regulations and standards in order to ensure plans and related policy identified in the Integrated Development Plan are afforded priority

CLERK OF WORKS X2
(SDE630014/15)

VAC No: SDE35/17

Basic Salary

R225 433.91 – R292 626.82 pa (T11)

Qualifications/ Requirements

- Relevant tertiary qualification (degree/national diploma)
- Degree/National Diploma in Building Construction/ Project Management / Quality Systems will be an advantage
- Computer Literacy (Office applications)
- 2 year relevant experience
- A valid Code B /C1 Drivers Licence will be a further advantage

Key Performance Areas

- Coordinate and perform tasks/activities pertaining to Engineering services associated with the quality control and monitoring of infrastructure projects during the various stages of building
- Generate reports detailing the status of the programmes/projects
- Attend to contracts and certifying payments and/or recommending cancellation of contracts due to poor workmanship

TOWN PLANNER
(SDE630005)

VAC No: SDE36/17

Basic Salary

R337 375.08 – R437 944.08 pa (T14)

Qualifications/ Requirements

- Relevant tertiary qualification (degree/national diploma)
- Degree/National Diploma in Town and Regional Planning will be an advantage
- Post graduate qualification in Applied Social Science; Social Science/ Community Development or any other related qualification will be a further advantage
- Knowledge of Rural Housing Policy and legislation with special focus in KZN
- 3 years relevant experience which may include experience in land acquisition
- knowledge of tribal authorities and protocol for Human Settlement purposes will be key in the evaluation and assessments of candidates
- A valid Code B /C1 Drivers Licence

Key Performance Areas

- Provide Town & Regional Planning services for the Msunduzi Municipality as outlined in terms of Spatial Planning and Land Use Management Act
- Assist in other Municipal policy formulation
- Establish a platform for engagement between the Municipality, Tribal authorities and other related stakeholders
- Identify and implement projects emanating from Vulindlela Local Area Plan and various Human Settlement projects, including the negotiations and packaging of land thereof

TECHNICAL TOWN PLANNER X2
(SDE630008/10)

VAC No: SDE38/17

Basic Salary

R225 433.91 – R292 626.82 pa (T11)

Qualifications/ Requirements

- Relevant tertiary qualification (degree/national diploma)
- Degree/National Diploma Town and Regional Planning will be an advantage
- Computer Literate – (Office Applications)
- 1 year relevant post qualification experience
- A valid Code B /C1 Drivers Licence

Key Performance Areas

- Responsible for verifying compliance against laid down regulations and Council Policies
- Perform duties and delegated responsibilities in terms of Spatial Planning and Land Use Management Act
- Assist in ensuring the coordination of community land acquisition process and applied social research, partnership arrangements, empowerment and political liaison
- Ensure the facilitation of land assembly, acquisition and expropriation toward Human Settlement solutions

CHIEF TECHNOLOGIST: TECHNICAL SERVICES & HOUSING SUPPORT
(SDE630003)

VAC No: SDE39/17

Basic Salary

R388 964.29 – R504 907.77 pa (T15)

Qualifications/ Requirements

- Relevant tertiary qualification (degree/national diploma)
- B.Sc in Civil Engineering or B.Tech will be an advantage
- Registered as a Professional Engineer/ Professional Technologist with the Engineering Council of South Africa
- Computer Literate – (Office Applications)
- 5 year relevant experience which must include managerial experience at a senior level in the Civil Engineering field
- A valid Code B /C1 Drivers Licence

Key Performance Areas

- Manage the key performance areas and the result indicators of Engineering services within the Greater Edendale Area associated with the formulation and review of the Engineering Designs and Plans
- Identify and prioritize needs and measures necessary to address the provision of water and sanitation and other related services
- Communicate with functional and community based role-players
- Approve and monitor the execution and application of procedures, regulations and standards in order to ensure priorities of the Municipality complies with requirements in terms of provider of Water Services Authority for the region

CHIEF TECHNICIAN X2
(SDE630006/7)

VAC No: SDE40/17

Basic Salary

R299 644.08 – R388 964.29 pa (T13)

Qualifications/ Requirements

- Relevant tertiary qualification (degree/national diploma)
- Degree/National Diploma in Civil Engineering will be an advantage
- Registered as a Professional Engineer/ Professional Technologist with the Engineering Council of South Africa
- Computer Literate – (Office Applications)
- 5 year relevant post registration experience
- A valid Code B /C1 Drivers Licence

Key Performance Areas

- Manage the key performance areas/indicators and objectives associated with the planning and prioritization of needs and measures required to address the provision services and annual review
- Communicate with internal and community based role players
- Approve and monitor the implementation and application of procedures, provision of infrastructural services within the Greater Edendale area and regulations in order to ensure priorities identified in the IDP of the Municipality are afforded attention

**BUILDING INSPECTOR X2
(SDE170022/23)**

VAC No: SDE41/17

Basic Salary

R190 964.64 – R247 878.60 pa (T10)

Qualifications/ Requirements

- Trade tested Artisan in civil/ Construction industry or relevant tertiary qualification
- Computer Literate – (Office Applications)
- Peace Officers Certificate will be an advantage
- 3 years relevant experience
- A valid Code B /C1 Drivers Licence

Key Performance Areas

- Process and monitor sequences associated with monitoring compliance with buildings/construction standards, procedures, regulations and specifications encompassed in the National Buildings Regulations and Town Planning Scheme, Fire Prevention Practice and roads layout with regards to the submission of plans for approval/and construction of building
- Prepare and present investigational and qualitative reports
- Process/approve specific transactional works documentation
- Issue compliance notices to align practices

**SENIOR BUILDING INSPECTOR (GREATER EDENDALE &
VULINDLELA)
(SDE170012)**

VAC No: SDE42/17

Basic Salary

R225 433.91- R292 626.82 pa (T11)

Qualifications/ Requirements

- Trade tested Artisan in Civil/ Construction industry or Relevant tertiary qualification
- Peace Officers Certificate will be an advantage
- Computer Literacy (Office Applications)
- 3 years relevant experience
- A valid Driver's license will be an added advantage

Key Performance Areas

- Coordinate the sequences associated with monitoring compliance with standards, procedures, regulations and specifications 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
- Prepare and present investigational and qualitative reports
- Process/approve specific transactional works documentation
- Issue compliance notices to align practices

**LICENSING INSPECTOR
(SDE160015)**

VAC No: SDE43/17

Basic Salary

R169 595.55 – R220 162.14 pa (T9)

Qualifications/ Requirements

- Matric plus relevant certificate
- Qualification in Law Enforcement will be an advantage
- Peace Officers Certificate will be an advantage
- Computer Literacy (Office Applications)
- 2 years relevant experience
- A valid Driver's license will be an added advantage

Key Performance Areas

- Performs tasks and activities associated with the control and regulation of formal and informal business license and registration in terms of the Business Licensing Act No 71 of 1991, through the procedural application designed to accomplish key service delivery objectives in accordance to the requirements of the Section, and Business Regulations, Street Trading By-Laws,
- Monitoring of Informal Trade Policy

The advertising of these posts is authorised by the Acting City Manager: Mr S Hadebe

Written application must be submitted on the Msunduzi Application form of employment (available on www.msunduzi.gov.za or at the Libraries and ABM offices in the Msunduzi region). 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 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, 341

Church Street, Pietermaritzburg or posted to Private Bag X321, Pietermaritzburg, 3200. Enquiries: Mrs XB Hulane 033 392 2112

Closing dates: 12 July 2017 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

Please note that the Qualification that is not accredited by SAQA (South African Qualification Authority) will not be considered Msunduzi Municipality is guided by the principle of Employment Equity. People with disabilities are encouraged to apply The Msunduzi Municipality is Affirmative Action/ Employment Equity Employer.