

Knysna Municipality strives to maintain its position as a premier tourist destination in South Africa – a place where peace, prosperity and harmony prevail, ensuring an exceptional lifestyle for residents and visitors alike.



KNYSNA
Municipality
Munisipaliteit
uMasipala

Applications are hereby invited from suitably qualified individuals with the enthusiasm for the following career opportunity in our dynamic organisation.

MANAGER: PLANNING AND BUILDING CONTROL DIRECTORATE: PLANNING AND DEVELOPMENT

To manage the Town Planning and Building Control Department of the Knysna Municipality, as well as overseeing matters related to land use and spatial planning, the natural environment and building control, within the greater Knysna Municipal Area.

Task Grade: 17

Basic Annual Salary: R397 584 – R516 096

Key performance areas: Responsible for town planning and building control decisions as determined by Council delegations • provide the Director with reports for Council and Committees on town planning and building control matters • liaise with stakeholders regarding new developments • ensure compliance with planning and building legislation and policies • responsible for the development of policy and regulations of the Department • draft and monitor implementation of strategic planning of the Department • responsible for the effective and efficient management of the town planning and building control sections • responsible for the preparation and management of the departmental budget • responsible to manage the Department's human resources • advise other municipal departments in land planning and building control matters.

Requirements: • B degree in Town Planning • at least five years' relevant management experience • positive strategic thinking ability • excellent people skills and communication skills (oral and written) in at least two of the three official languages of the Western Cape • computer literacy (MS Word, Excel and PowerPoint) • the ability to function independently, as well as within a team • the ability to function effectively under pressure and to apply time management principles • sound planning and organisational skills • assertiveness • a valid Code EB driver's licence • Certificate in Municipal Finance Management (SAQA Qualification) or proof of enrolment and progress with the above SAQA qualification.

Applicable Municipal benefits will apply.

Appointments will be made according to the Council's Employment Equity Plan, which ensures representation of designated groups in the Municipality.

GENERAL INSTRUCTIONS:

NB: PLEASE READ THE INSTRUCTIONS CAREFULLY BEFORE APPLYING:

1. Applications, not exceeding 10 pages, are to be forwarded to the Human Resource Department, PO Box 21, Knysna 6570 or via fax: 044 302 6333 or via email: knysna@knysna.gov.za
2. All applications must be submitted with a fully completed application form and a detailed up-to-date CV with an exposition of their training, experience, competencies and previous employment record **as well as** the names and telephone numbers of three persons willing to act as referees.
3. Application forms are obtainable from the municipal website: www.knysnamunicipality.co.za or the Human Resource Department.
4. **NO** certificates should be included with applications. **Original** qualification certificates and Certificates of Service must however be produced at any resultant interviews. Failure to produce original certificates and/or certificates of service **at said interview** will result in **immediate disqualification** of the applicant.

Closing date: 15 February 2013

L. WARING
MUNICIPAL MANAGER

The Municipality reserves the right not to make an appointment.