

KNYSNA MUNICIPALITY



Knysna

Municipality • Munisipaliteit • uMasipala
INCLUSIVE. INNOVATIVE. INSPIRED.

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

SENIOR BUILDING INSPECTOR TOWN PLANNING & BUILDING CONTROL DIRECTORATE PLANNING & DEVELOPMENT SERVICES

Task Level 12

R318 192 to R412 920 (Basic Salary)

R477 672 to R600 022 (Total Cost to Council Package)

Applicable Municipal benefits will apply.

MINIMUM QUALIFICATIONS & REQUIREMENTS:

Grade 12 certificate with a three (3) year tertiary qualification in one of the following building environment related fields as per Regulation A16 of the NBR- Construction:

- a) Civil engineering;
- b) Structural engineering;
- c) Architecture;
- d) Building management;
- e) Building science;
- f) Building surveying; or
- g) Quantity surveying

A minimum of six (6) years' relevant postgraduate experience with at least a minimum of three (3) years within a local authority as a Municipal building inspector in the Building Control environment

Valid Code B driver licence and own reliable vehicle

Registered as a Peace Officer in terms of the criminal Procedures Act will be an added advantage

Effective communication in at least two (2) of the three (3) official languages in the Western Cape

Ability to function under pressure and work independently

Must have supervisory skills

Excellent communication and interpersonal skills

Must be physically fit to perform the functions related to the job requirements

Good report writing skills

Extensive knowledge of relevant legislation

Research and problem solving abilities

High level of computer literacy

KEY PERFORMANCE AREAS:

- Subject to the overall direction of the Building Control Officer, attend to and control of all building activities
- Liaise and provide general advice to the public and developers regarding all aspects of development
- Scrutinize and facilitate approval of building plan applications according to the applicable processes and legislation.
- Take action and enforce regulations where non conformity or breach of National Building Regulations, SABS Codes of Practice and Occupational Health and Safety Laws occurs,
- Monitoring compliance and conducting inspections to establish if construction of the work and procedures are in accordance with approved design and drawings.
- Check and verifies design details and construction specifications on building plans,
- Effective regulation, control and oversight of all building related activities
- Supervising the performance and productivity of personnel in the building control department
- Assist in the management and administration of the building control department.
- Complete statutory forms and notices, issuing compliance notices to facilitate the demolition of illegal constructions and/or corrective measures necessary to address encroachments and aesthetics of buildings, other duties as requested from time to time.

All applications will be considered, but in terms of its Employment Equity Target the Municipality would prefer to appoint an Indian Female or an African or Indian Male if a suitable candidate in that category can be identified.

DIRECTION TO CANDIDATES:

All applicants **MUST** complete a Knysna Municipality application form. Applications must be accompanied by a comprehensive CV with certified copies of qualifications (**not older than 3 months**), copies of training, experience, competency and previous employment record. Canvassing for appointment is strictly prohibited and any confirming thereof will disqualify the candidate.

Application forms are obtainable from Reception at the Main Municipal Offices in Clyde Street, Knysna and the Municipal website: www.knysna.gov.za. Completed applications should be forwarded to the Human Resource Department, P O Box 21, Knysna, 6570 or Fax Number (044) 3026333 or email: vacancies@knysna.gov.za.

Please note: Correspondence will **ONLY** be entered into with shortlisted candidates. Should candidates not be contacted within three months after the closing date, they may accept their application as unsuccessful.

CLOSING DATE: 9 SEPTEMBER 2019

Dr SW VATALA

MUNICIPAL MANAGER

The Municipality reserves the right not to make an appointment.