

KNYSNA MUNICIPALITY



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

MANAGER SOLID WASTE DIRECTORATE COMMUNITY SERVICES

**TASK LEVEL 14
R329 568 to R427 800 (Basic Salary)
R482 900 to R609 776 (Total Cost to Council Salary)**

THE INCUMBENT WILL BE REQUIRED TO PERFORM THE FOLLOWING KEY PERFORMANCE AREAS:

- Organize and manage waste disposal, collection and recycling facilities
- Responsible for waste treatment, street cleaning and cemetery operations
- Dispose of waste safely, with due consideration for the environment and whilst conforming to government regulations
- Overseeing waste management facilities, such as at landfill sites, garden waste and builders rubble sites
- Supervising the transportation of waste to ensure that it takes place efficiently without contaminating air, land or water sources
- Assisting with the development, promotion and implementation of new waste disposal sites
- Ensuring compliance with current legislation in the transportation, handling and disposal of waste
- Drafting and controlling the budget for Solid Waste department
- Collating statistics and compiling reports often to strict deadlines
- Monitoring the quality and performance of waste services, including contract management of external providers
- Assisting with the development of information and promotional materials
- Aiming to meet waste reduction and recycling targets
- Dealing with enquiries and complaints from members of the public both in person and by phone or mail
- Investigating and following up claims of the illegal dumping of waste and working with other waste regulation enforcement staff
- Consulting with residents, community groups, councillors, housing associations and traders' associations about waste management issues, identifying their requirements and providing appropriate solutions
- Developing research projects and contributing to the activities of national groups concerned with waste management
- The establishment of cemeteries and the management thereof
- Supervision of staff in department

MINIMUM QUALIFICATION AND REQUIREMENTS:

- Tertiary qualification in one of the following disciplines: Engineering, Environmental Health Management or Environment Management
- At least 8 years' experience in Waste Management with a minimum of 5 years in a Middle or Senior Management capacity
- Good knowledge of Waste Management
- Good knowledge and understanding of Legislation relating to Waste Management
- Valid Code B driver's licence
- Computer literacy
- Effective communication skills in at least two of the three Western Cape official languages
- Must be methodical and have attention to detail
- The incumbent will be expected to complete the relevant unit standards applicable to the relevant post level in terms of SAQA Qualification ID 48965 within one year of appointment

MANAGER: ENVIRONMENTAL MANAGEMENT
DIRECTORATE: PLANNING AND DEVELOPMENT SERVICES

Task Level 15
R379 896 to R493 200 (Basic Salary)
R547 903 to R694 246 (Total Cost to Council package)

KEY PERFORMANCE AREAS:

- Ensure that Municipality complies with all Environmental Legislation, Policies and Regulations when it proposes to undertake scheduled activities;
- Ensuring developments in Knysna complies with all the Environmental Legislation, Policies and Regulations;
- Enforcement of Municipal Environmental Legislation, Policies and Regulations in the Knysna Municipal area;
- Management and co-operation of the Knysna Strategic Environmental Assessment by generating and implementing an associated Policy documentation to be reflecting in the revised IDP;
- Manage and co-ordinate the environmental staff compliment;
- Manage and submit reports for Council and Committee meetings;
- Coordinate Knysna Municipality's involvement in Provincial & Government environmental initiatives;
- Represent the Municipality on various forums and committees and be informed of environmental issues/concerns and projects;
- Manage and assist the processing of Outeniqua Sensitive Coastal Area Extension Regulations permit applications for scheduled activities;
- Develop, co-ordinate and manage the municipal involvement in the Knysna Estuary Pollution Management and Catchment Management initiatives;
- Undertake community stakeholder participation & public education initiatives;
- Manage & coordinate Municipal environmental projects, such as the Blue Flag status.

MINIMUM QUALIFICATION & EXPERIENCE:

B. Degree in Environmental Management
At least 8 years of experience in environmental management
At least 5 years relevant managerial experience

REQUIREMENTS & COMPETENCIES NEEDED:

Extensive knowledge of relevant environmental legislation
Excellent communication, negotiation and writing skills
Computer literacy
Valid code EB driver's Licence
Effective communication skills in at least two of the three Western Cape official languages
The incumbent will be expected to complete the relevant unit standards applicable to the relevant post level in terms of SAQA Qualification ID 48965 within one year of appointment

Applicable Municipal benefits will apply.

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

To apply all applicants **MUST** complete a Knysna Municipality application form and submit a detailed-up-to-date CV, covering letter with an exposition of training, experience, competencies and previous employment record and certified copies of qualifications.

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 Resources Department, PO Box 21, Knysna, 6570 or Fax Number: 044- 302 6333 or email: knysna@knysna.gov.za

CLOSING DATE: 5 APRIL 2017

Please note: If you receive no notification regarding this advertisement within one month of the closing date, please assume that your application was unsuccessful.

J B DOUGLAS

ACTING MUNICIPAL MANAGER

The Municipality reserves the right not to make an appointment.