

KNYSNA MUNICIPALITY



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

MANAGER: DEVELOPMENT PLANNING DIRECTORATE- TECHNICAL SERVICES

Task Level 15

R407 880 to R529 512 (Basic Salary)
R584 047 to R741 146 (Total cost to Council Package)
Applicable Municipal benefits will apply.

KEY PERFORMANCE AREAS:

- Responsible to ensure that Development/planning applications comply with the municipal technical requirements and that the necessary services contracts exist and contributions paid.
- Responsible to ensure that building proposals do not encroach services and that services to the sites are available at the relevant tariffs
- Responsible to keep the Technical Services CAD and GIS systems up to date.
- Responsible to manage Grant funding for Infrastructure projects and do necessary reporting to grant funders
- Responsible to appoint and manage consultants on infrastructure projects
- Responsible to project manage projects
- Responsible to design small to medium projects and appoint contractors
- Responsible to identify and motivate for systems that would ensure greater efficiency and effectiveness of the department
- Responsible to keep statistics relating to the capacity and adequateness of infrastructure
- Responsible to draft reports to Council with regards to infrastructure programs
- Responsible to implement the various master plans
- Responsible to control and managing of the budget on capital projects.
- Responsible for managing staff in the Development Planning section
- Responsible for occupational health and safety

MINIMUM QUALIFICATIONS & EXPERIENCE

B Tech in an engineering discipline in the building environment

Must be eligible to register as professional with the Engineering Council of South Africa (ECSA)

Compliance with Minimum Municipal Competencies will be an added advantage (***If a newly appointed person is not in possession of this Competency, the successful candidate must complete it within eighteen (18) months from the date of employment, in accordance with Government Notice Number 91 of 3 February 2017, as promulgated in Government Gazette No. 40593***)

5 years' experience on construction projects

5 years' strong and proven management experience Computer literacy in MS Office applications

Valid driver's license

Effective communication skills in at least two of the three Western Cape official languages

Must be methodical and have attention to detail

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

INSTRUCTION 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: 10 SEPTEMBER 2018

J DOUGLAS

ACTING MUNICIPAL MANAGER

The Municipality reserves the right not to make an appointment.