



Sarah Baartman

DISTRICT MUNICIPALITY
Province of the Eastern Cape

progress through development

Sarah Baartman District Municipality [SBDM] is committed to employment practices that redress past imbalances in respect of race, gender, creed and disability and furthermore invites suitably qualified applicants to submit a detailed application for the following positions. Applications from females are encouraged.

SBDM draws the attention of all applicants to its decision to relocate its head office outside the Nelson Mandela Metro municipality and further confirms that the relocation process will take place in the near future

**DIRECTOR : INFRASTRUCTURE DEVELOPMENT AND
COMMUNITY SERVICES**
5 YEAR FIXED TERM CONTRACT

TOTAL PACKAGE R768 305 – R987 820 PER ANNUM

JOB REQUIREMENTS

- ❖ A B-Degree in Civil Engineering Degree or, Bachelor of Technology, Civil Engineering or equivalent.
- ❖ A post graduate qualification in civil engineering will be an added advantage;
- ❖ Registration as a Professional Engineer or Professional Technologist with the Engineering Council of South Africa will be an additional advantage.
- ❖ Completion of the minimum competency requirements as contained in the Municipal Regulations on Minimum Competency levels, Gazette 29967 Of 15 June 2007, i.e South African Qualifications Authority Qualification ID No. 48965 for Accounting Officers of municipalities, eg. CPMD, MFMP, etc is recommended.
- ❖ If a newly appointed person is not in possession of this Competency, he/she 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.

- ❖ Five (5) to eight (8) years' experience at a senior management level which should include local government exposure in civil engineering infrastructure project management, Municipal Infrastructure Grant (MIG) funded projects, Community Services.
- ❖ Competencies as set out in the Local Government Regulations on Appointment and Condition of Employment of Senior Managers, GNR 21, GG 37245 dated 17 January 2014.

KNOWLEDGE, SKILLS AND COMPETENCIES

The municipality is seeking a strategic thinker for this role who

- Can demonstrate executive disposition and, conceptual, judgemental and interpretative abilities.
- Provide attention and prompt response to community related queries and specific priorities and mandates of Council.
- Must be able to plan and organise, control resources, communicate, negotiate and, place emphasis on time and service level standards.
- Must be performance and deadline driven.
- Must be able to handle change and deal effectively with risk.

KEY PERFORMANCE AREAS

- Development of the Directorate's long and short term programs to support the service delivery priorities of the municipality's Integrated Development Plan.
- To oversee the capital and operational budgeting requirements for projects and to enable effective functioning of the Department.
- To initiate and lead research into policy provisions and regulations in accordance with legislative prescripts.
- To provide an advisory service to the municipality on complex issues relating to civil infrastructure project design and maintenance, housing infrastructure project management and the implementation of the Expanded Public Works Programme and Municipal Infrastructure Grant Funded Programme.
- To provide guidance and support to the municipality on matters of legislative compliance, good governance, legal and procedural matters pertaining to the area of function of the Department
- To maintain oversight and accountability for the development of tender specifications contact management and project management of complex civil engineering infrastructure projects.
- To manage the Disaster Management and Fire Fighting Function for the District.
- To manage the Environmental Health for the District.
- To mainstream matters pertaining to youth, women and the disabled into projects and programmes of the department.
- Establish reporting systems and processes to manage the administrative and financial reporting requirements for infrastructure projects.
- Manage specific financial, legislative and governance compliance requirements in relation to the implementation of Conditional Grants.

- Manage the complex civil engineering project management process relating to the implementation of Provincial Governments Housing Programme for local areas within the District Municipality's jurisdiction.
- Create synergies and strategic stakeholder partnerships to foster and continuously improve service delivery standards.

THE CLOSING DATE IS FRIDAY 30 JUNE 2017

Applications must be submitted on the Annexure "C" application for Senior Managers to the MANAGER: CORPORATE SERVICES or contact extension 041 – 508 7001 or 041 – 508 7117 for further information. Applications containing detailed Curriculum Vitae with certified copies of qualifications must be posted directly to the **MANAGER: CORPORATE SERVICES section in an envelope marked "CONFIDENTIAL" and stating the position applied for. P.O. Box 318, PORT ELIZABETH, 6000.**

The following conditions are applicable:

- All applications or CV's received after the closing date will **NOT** be accepted.
- All applications or CV **MUST** be on the **Annexure "C"** application for Senior Managers
- All faxed, public institution Z83, Department of Labour or other municipality's application forms will **NOT** be accepted.

The Council reserves the right not to make an appointment. The District Municipality also does not notify applicants whose applications were unsuccessful except those invited for interviews. Applicants not contacted within six weeks of the closing date should accept that their applications were unsuccessful; however they are thanked for showing interest in the District Municipality.

NOTICE NO 46 of 2017

**DM PILLAY, THE MUNICIPAL MANAGER, SARAH BAARTMAN DISTRICT
MUNICIPALITY PO BOX 318, PORT ELIZABETH, 6000**