

NOTICE NO. HRM 04/3/2018

STAFF VACANCY

COMMUNITY SERVICES

1. MANAGER PARKS AND RECREATION

SALARY SCALE: - R470176.68 – R610307.88

(Task Grade 16)

KEY PERFORMANCE AREAS (KPA'S)	REQUIREMENTS	EXPERIENCE
<p>- Administration: Manages the Administration required for the Parks and Recreation Section.</p> <p>- Manages and controls the Parks and Recreation division, providing a service to Rate Payers and for the beautification of Enoch Mgijima through the sections of horticulture consisting of the Nursery, Parks, Open Spaces, Islands, Playgrounds, Sports fields, Arboriculture, Decorations and Cemeteries.</p> <p>-Manages and controls the Game Reserve and its biological assets to generate income and provide a good clean environment for all people of Enoch Mgijima and international, national and local tourists.</p> <p>-Manages and controls the Municipal Pounds and Commonages to supply a safe environment for livestock and public roads in Enoch Mgijima.</p>	<p>- National Diploma in Horticulture or National Diploma in Parks and Recreation Administration.</p> <p>- National Diploma/Degree in Environmental Management.</p>	<p>- 5 years practical experience</p> <p>-Labour relations Course</p> <p>-Safety Representative Course</p> <p>-General Communication skills and labour relations skills</p> <p>-ability to solve problems even after working hours</p> <p>-Able to remain calm in challenging situations and make sound decisions.</p> <p>-Able to communicate effectively with all levels of staff and public</p> <p>- Able to work under pressure as to meet deadlines</p>

TECHNICAL SERVICES

**2. SENIOR MANAGER: ELECTRICAL ENGINEERING
RE-ADVERTISEMENT**

SALARY SCALE: - R568399.00 – R737832.00
(TASK GRADE 17)

KEY PERFORMANCE AREAS	REQUIREMENTS	EXPERIENCE
<ul style="list-style-type: none"> • Responsible to the Director of Technical Services, • The candidate must be eloquent in his/her communication and writing skills, • Manage the Department with efficiency and cost-effective programs; • Electrical Engineering-Infrastructure consisting of 66/22/11Kv networks and a maximum demand of 60MVA. • Range of 20MVA 66/11Kv to 50KVA 11Kv/400V Distribution Transformers. • Manage and ensure the Satisfactory rendering of the electrical department functions including: <ul style="list-style-type: none"> ○ Safe, efficient operations and maintenance of the network to restore the network and minimum outages. ○ Network planning, new connections, project costing and management 	<ul style="list-style-type: none"> • A Bachelor Degree or B-Tech in Electrical Engineering, • Must be registered with ECSA as either <ul style="list-style-type: none"> ○ Professional Engineering (Pr. Eng.) or ○ Professional Technologist (Pr. Tech) • Must be a Professional Certified Electro Technical Engineer, GMR2. (Pr. Cert Eng.) or eligible to be registered; • A recognised Project Management Diploma with a proven track record in the application thereof will be an added advantage • Valid code 8 driver's licence <p><u>Added advantage</u></p> <ul style="list-style-type: none"> • Full Professional with ECSA as a Professional Engineer or Professional Engineering Technologist. • Recognised programme and /or Construction /Project Management Qualification. • Certificate in Municipal Finance and Supply Chain Management(CPMD) 	<ul style="list-style-type: none"> • Must have a minimum of 10 years after graduating with a Bachelor Degree or B Tech in Electrical Engineering. • 5 years or more experience in similar environment will be added to the advantage.

<ul style="list-style-type: none"> ○ Network control, metering, protection, minimising electricity losses and demand side management ● Manage and ensure network compliance to standards and legislation including Quality of Supply ● Compliance with the OHS ACT and act as the responsible person for the local Municipality. ● Budget, Revenue and Expenditure tracking and management of the Electricity unit plant, vehicle and Asset Management ● Maintenance of municipal buildings, traffic, street and high mast lights and approval of building plans, assistance in town and regional planning and management of technical contracts awarded by Council. ● Track and ensure the Directorate expenditure is within the budget, ● Prepare annual budget for the Directorate. 	<ul style="list-style-type: none"> ● Ability to develop, implement and monitor sound infrastructure development; ● Local Government management experience will be added to advantage. ● Proven track record of electrical network problem solving and HV/MV switching processes. ● Good interpersonal skills. ● Ability to develop and implement the performance Management System (PMS) within the directorate; ● Ability to work under great pressure. ● Sound knowledge of network planning, design, protection and switching to provide guidance to the municipal staff. ● Sound knowledge of the OHS ACT and distribution network management and operation compliances. ● Knowledge of local government Legislations. ● Must be competent in the use of Computer Hardware and Software most importantly, Electrical Engineering software, Microsoft Windows, Microsoft Office, Microsoft Projects. 	
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CLOSING DATE: - FRIDAY, 13 April 2018 at 12:00

The Enoch Mgijima Local Municipality is an equal opportunity employer. People from designated groups are encouraged to apply.

Any person who endeavours to canvass either a Councillor or an Official for this position will immediately be disqualified.

Comprehensive Curriculum Vitae with a covering letter and certified copies of qualifications, ID must be submitted to the Human Resource Department at 70 Cathcart Road, Town Hall Building, Komani, 5320.

OR

57 John Vorster Drive Sterkstroom

OR

Human Resource Department at 39 Smith Street, Molteno, 5500.

OR

Human Resource Department at NO 12A Murray Street, Tarkastad, 5370.

Normal fringe benefits will be applicable.

Please note: If no response is received within a month after the closing date of this advert, your application must be regarded as unsuccessful.

Any persons who do not understand the content of this advert are invited to contact Mr M. Ngxobongwana at the Corporate Services office on 045 - 8072608 or 70 Cathcart Road, Komani during office hours.

Umntu ongayi qondiyo lengxelo uyacelwa aqhakamshelane no Mnu M. Ngxobongwana kwi-ofisi ye-Corporate Services kule nombolo 045 - 8072608 kwanombolo 70 Cathcart Road, Komani ngamaxesha omsebenzi 08:00 ukuya kwicala lentsimbi yesine.

Esi saziso singafumaneka ngolwimi lwesiXhosa kwi-ofisi ka Sosiba we-Dolophu; kwisakhiwo seHolo yeDolophu, kwi- Cathcart Road kuKomani.

C. MAGWANGQANA
MUNICIPAL MANAGER

TOWN HALL
CATHCART ROAD
KOMANI

NOTICE NO. HRM 04/3/2018
ERRATUM: STAFF VACANCY
COMMUNITY SERVICES

1. MANAGER PARKS AND RECREATION

Enoch Mgijima Local Municipality wishes to make an erratum for the above-mentioned position on the advert **HRM 04/3/2018**:

Requirements:

- Any person with a National Diploma/Degree in Public Administration can also apply.

CLOSING DATE: FRIDAY,13 APRIL 2018 AT 12HOO

Apologies for any inconvenience caused.

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