

**NOTICE NO. HRM 08/06/2019**

**STAFF VACANCY**

**TECHNICAL SERVICES**

**1. PMU MANAGER/ ENGINEER**

**SALARY SCALE: - R504 780.00 – R655 227.00**  
**(TASK GRADE 16)**

<b>KEY PERFORMANCE AREAS</b>	<b>REQUIREMENTS</b>	<b>EXPERIENCE</b>
<ul style="list-style-type: none"><li>● Overall Management of PMU section</li><li>● Responsible for the development and approval of business plans, technical reports, design reports, tender documents and payment certificates</li><li>● Identify and priorities infrastructure projects within the IDP</li><li>● Prepare procurement and implementation plans for the unit</li><li>● Receive, administer and report on the MIG funds</li><li>● Commissioning and assessment of feasibility studies</li><li>● Registering and capturing of progress on MIG Projects</li><li>● Developing terms of reference for projects and PSPs</li><li>● Coordinate all MIG projects and project allocated to the Unit</li><li>● Contract management- managing all consultants and contractors for each project</li><li>● Project management to ensure projects meet planning objectives and targets</li><li>● Assessment of the impact of the MIG program</li><li>● Managing all project stakeholders</li></ul>	<ul style="list-style-type: none"><li>● B-tech/BSc/civil engineering plus Pr. Eng./Candidate or Pre. Techno Eng./candidate or Built Environment</li><li>● Registered with ECSA/SACMP as a candidate</li><li>● A valid code B/EB Driver's license</li><li>● Certificate in contract and/or Project Management will be an added advantage</li><li>● Competency in the use of MS Projects and other related computer software</li><li>● Knowledge of government legislation and understanding of Local Government System is essential</li><li>● Understanding of the Municipal Infrastructure Grant (MIG)</li><li>● Understanding the local government service delivery imperatives</li></ul>	<ul style="list-style-type: none"><li>● Minimum 3-5 years appropriate experience in local government and in management of multi-disciplinary projects</li><li>● Minimum 5-7 years relevant working experience in a project management position</li><li>● Practical experience in planning and implementation of infrastructure projects</li></ul>

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| <ul style="list-style-type: none"><li>• Quality control on construction work to meet applicable engineering standards</li></ul> |  |  |
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**CLOSING DATE: - FRIDAY, 14 JUNE 2019 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.

**A comprehensive Curriculum Vitae with a covering letter and certified copies of qualifications, ID & Driver's License. Your covering letter should indicate the post applied for must be submitted to the Human Resources Department, Private Bag X7111, Queenstown, 5320 or 70 Cathcart Road, Town Hall Building, Queenstown.**

**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 ongayiqondiyo lengxelo uyacelwa aqhakamshelelane 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.*

**G. MASHIYI**  
**ACTING MUNICIPAL MANAGER**

**TOWN HALL**  
**CATHCART ROAD**  
**KOMANI**