



Sundays River Valley Municipality

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www.srvm.gov.za

23 Middle Street, Kirkwood, 6120

P.O. Box 47, Kirkwood, 6120



VACANCIES

Applications are invited from suitably qualified and experienced candidates to fill the following vacant positions:

DIRECTOR: INFRASTRUCTURE, PLANNING & DEVELOPMENT (PERMANENT)

Total Salary Package will be based on Regulations of Upper Limits for Senior Managers of a Category 2 Municipality in terms of Government Gazette No. 50737 dated 30 May 2024.

The successful candidate will be appointed on a permanent basis and Annual Performance Agreement in accordance with the provisions of the Local Government System Act, 2000 and the Local Government Municipal Performance Regulations for Municipal Managers and Managers directly accountable to the Municipal Managers.

MINIMUM REQUIREMENTS: Grade 12 * An appropriate or relevant Bachelor's degree in Engineering/Town and Regional Planning/B Technical Sciences or equivalent NQF Level 7 qualification. * Must have completed a minimum competency requirements in terms of Certificate in Municipal Finance as Government Gazette no 29967 of 15 June 2007 (CPMD or MFMP Certificate from a recognized academic institution). * Registration with relevant professional Engineering body will be an added advantage. * A minimum of at least five (5) years' experience at a middle management level within local government, more specifically in the following field of Infrastructure Development, Engineering and exposure in human settlements. * A valid Code B Driver's License. * A thorough knowledge of Municipal Legislation, Systems, Procedures and Processes pertaining to Local Government. * Have proven successful institutional transformation within public/private sector. * Knowledge and application of legal framework, policies and processes pertaining to infrastructure services. * A working knowledge of people /community-centered development. * Knowledge and understanding of Council Operation and Delegation of Powers. * Understanding of institutional Governance Systems and performance management. A self-starter, who is able to formulate engineering master planning, project management and implementation. Good facilitation, presentation and report writing skills, coupled with extensive computer knowledge in all MS Programme.

LEADERSHIP AND CORE COMPETENCIES: Strategic direction and Leadership * People Management * Programme and Project Management * Financial Management * Change Management * Governance Leadership

Home of the Addo Elephant Park

* Moral Competence * Planning and Organising * Analysis and Innovation * Knowledge and Information Management * Communication Skills * Results and Quality Focus.

KEY PERFORMANCE AREAS

- Provide strategic direction on Infrastructure Development in line with government policy.
- The integration of all programmes, projects and activities undertaken by the Department, as well as the compilation of the Local Municipality's Integrated Development Plan (IDP) and Spatial Development Framework (SDF).
- Undertaking and coordination of the projects which includes Project Management, Infrastructure Development and Operations and Maintenance.
- Implementation of projects with regards to Roads and Storm Water, Water and Sanitation as well as Electricity and Housing.
- Identifies the Technical Services strategy with respect to service delivery and defines, implements and monitors the long term, mid- term and short -term plans of the Department.
- Directs and controls the Key Performance Indicator's and outcomes of personnel within the Department.
- Plan the work sequences, programmes and outcomes associated with the maintenance of Technical Services
- Ensures championing of Risk Management in the Department
- Responsible for the development, implementation and management of strategies, policies systems and performance- plans for the directorate (and organization where applicable), in alignment with strategies objectives of the Municipality.
- Plan, Coordinate and implement Technical Services Departments capital and expenditure budget.
- Managing all sections within Technical Services Department including: Roads and Stormwater, PMU, Building Regulation, Electro-Mechanical, Water Services and Sanitation.
- Formulates long-term comprehensive outlines of service delivery plans for municipal infrastructure needs and growth in order to guide orderly private and public development
- Prepares detailed production plans of infrastructure as determined by long term master planning.
- Interprets and scopes design requirements for service delivery as guided by master plans.
- Prepares concept proposals and seeks to provide advice on latest technology.
- Offers specialized advice to others draw on innovation and best practice in devising solutions to ensure that service delivery is provided with minimum interruption and to a satisfactory standard.
- Oversees and manages the construction refurbishment or replacement of infrastructure to conform to the standard time constraints, budget and design requirements.

The successful candidate will report directly to the Accounting Officer and the appointment will be in terms of the Local Government: Municipal Systems Act 32 of 2000 as amended read together with the Municipal Performance Regulations and the National Treasury Competency Regulations and Regulations on Appointment and Conditions of Employment of Senior Managers. A performance agreement will be entered into with successfully appointed candidate.

Canvassing with Councilors and staff members is not permitted, and proof thereof will result in disqualification.

Council also reserves the right not to make any appointment.

The prescribed Application form can be obtained from SRVM website, www.srvm.gov.za or contact HR Office at 042 2307700 for assistance.

Applications, accompanied by certified necessary supporting documents, should be placed in the sealed envelope marked APPLICATION FOR MANAGER: PMU and be addressed to:

MUNICIPAL MANAGER
SUNDAYS RIVER VALLEY MUNICIPALITY
P O BOX 47
KIRKWOOD
6120

The deadline will be on or before 7th February 2025 at 16:00.

ENQUIRIES: Mr A P Kondile (042) 230 7704. No faxed / e-mailed applications will be considered.

Kindly note that applicants not contacted after 30 days of the closing date must accept that their applications were unsuccessful. They are nevertheless thanked for their interest shown in the position advertised.

Appointment will be made in line with the approved Employment Equity Plan of the municipality.



T KLAAS
MUNICIPAL MANAGER

P O Box 47
KIRKWOOD
6120

DIRECTORATE: INFRASTRUCTURE, PLANNING AND DEVELOPMENT

POSITION : Manager: Project Management Unit (PMU)
DURATION: Five (5) year fixed term performance based contract
REMUNERATION: Task Grade 16 as per the Collective Agreement on the salary increases effective from 01 July 2024 (R619 152 – R803 676 per annum)

REQUIREMENTS: * Bachelor's degree/B. Tech degree in Civil Engineering or relevant equivalent qualification. * Must have certificate in Project Management, knowledge of Municipal Infrastructure Grant (MIG), Expanded Public Works Programme (EPWP), Project Management and Civil Engineering Design Packages. * A minimum of 5 - 7 years relevant experience in Municipal Engineering at middle management level. *Registration with the Engineering Council or other professional bodies will be an added advantage * Good communication and presentation skills. Computer literacy in MS Software packages viz. Word, Excel, Project etc. * A valid code 08 driver's licence.

RESPONSIBILITIES: * Delivering Technical support and evaluating proposed project in alignment with SRVM IDPs and the regional and Provincial Growth and Development plans. * Manage Labour intensive projects in line with the EPWP policy framework and the related reporting requirements. * Ensure compliance with all legal aspects and conditions as required by the various spheres of Government. * Conduct site visits/progress meetings to ensure compliance with approved municipal Business Plans, in respect of Conditions, Specifications and Designs. * Preparing monthly payments schedule documents. * Maintain project performance data on a national database (MIS). * Supporting and assisting with all legislative issues as required by MIG. * Process related correspondence and assistance in report generation. * Ensure compliance with OH&S and other related legislative framework. * Coordinating opening and hand over ceremonies of completed project. * Assist with the preparation and implementation of MIG capacity building business plans in alignment with the Municipal Business Plan, MIG orientation, conducting workshops etc. * Assist with facilitating community liaison linkages to ensure full community participating at all stages of a projects life cycle. * Assist with the conducting bi-annual social economic impact assessments on selected projects as required by the MIG Units. Assist with the co-ordination of project based capacity building in terms of Job creation. * Assist with other related Municipal Infrastructure programmes. * Manage cash flow and committed project expenditure for MIG projects. *Approval of designs and contractor management. * Verify payment certificate and prepare monthly payments schedule documents for MIG and own funded projects.

PROOF OF ACADEMIC QUALIFICATIONS:

- Shortlisted applicants will be subjected to verifications, vetting and competency assessments as contained within the regulations.
- All applications must be accompanied by certified copies of academic qualifications and curriculum vitae.
- False and/or fraudulent information provided will automatically disqualify the applicant.