



ALFRED NZO

DISTRICT MUNICIPALITY

Enquiries: S FIKENI

EXTERNAL ADVERTISEMENT

VACANT POSITIONS

NOTICE NO 06/2020/2021

Applicants are hereby invited from suitably qualified persons for the following positions:

1. OFFICE OF THE MUNICIPAL MANAGER

ASSISTANT MANAGER: PLANNING & DESIGN

FIVE (05) YEARS FIXED TERM CONTACT

TOTAL REMUNERATION PACKAGE: R821 496.50 (ALL INCLUSIVE PACKAGE)

STATIONED PLACE: MOUNT AYLIFF (MAIN OFFICES)

ESSENTIAL REQUIREMENTS: Grade 12 • A recognized National Diploma in Civil Engineering • Minimum of 5 years relevant experience in Local Government of which 3 year's experience water and sanitation projects specializing in planning and design • A valid driver's license • Registration with the Engineering Council of South Africa (ECSA) is not a prerequisite but would be advantageous • Power Point, Internet, Publisher and specialized software like flow chart.

KEY PERFORMANCE AREAS: Plan and design capital projects for District Municipality • Register projects on Municipal Information System (MIS) • Approve and follow up on consultants design and business plans • Prepare feasibility studies for all the projects to be implemented in the District Municipality and ensure alignment with IDP • Responsible for compilation of monthly, quarterly and annual reports • Responsible for the development of policies , reviewal and implementation.

2. COMMUNITY DEVELOPMENT SERVICES

ASSISTANT MANAGER: INTEGRATED RESPONSE AND RECOVERY

FIVE (05) YEARS FIXED TERM CONTACT

TOTAL REMUNERATION PACKAGE: R821 496.50 (ALL INCLUSIVE PACKAGE)

STATIONED PLACE: MOUNT AYLIFF (MAIN OFFICES)

ESSENTIAL REQUIREMENTS: Grade 12 • Diploma/Degree Qualification (Majoring in Disaster Risk Management) • at least 5 years' experience as senior disaster management official in government/local government environment • Code 8 driver's license • Competency in the use of computers especially in Excel, Word, PowerPoint, Outlook, Internet.

COMPETENCY SKILLS: Knowledge of the local government sector and applicable legislation • Planning and Organizing skills • Good communication skills.

KEY PERFORMANCE AREAS: Ensure disaster risk management stakeholder management • Ensure compliance and implementation of disaster risk management plan • Management of disaster risk management response and recovery unit within the municipal disaster management Centre • Management of disaster management continuum for ANDM, focusing on procedures and guidelines in respect of assessment, classification, declaration and review of disasters • Management of disaster risk reduction program for ANDM area of Jurisdiction.

Closing date: 26 February 2021

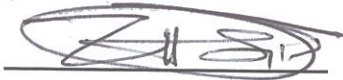
Please note: Applicants must submit a completed **ANDM Employment Form** obtained from our offices or on our website (www.andm.gov.za) and a comprehensive Curriculum Vitae with exposition of their experience and competencies with certified copies of qualifications, Identity document and license where applicable. **Applications should be forwarded to the Corporate Services Department, Alfred Nzo District Municipality, ERF 1400 Ntsizwa Street or Private Bag X 511, Mount Ayliff, 4735. Appointment will be subject to appropriate security clearance/criminal record check, a competency as well as reference and qualification checks.** If applicants



receive no notification within one month from the closing date, please assume that your application was unsuccessful. The council reserves the right not to fill the position. Alfred Nzo District Municipality is an equal opportunity and affirmative action employer and people from designated groups.

LATE, EMAILED AND FAXED APPLICATIONS WILL NOT BE ACCEPTED

All enquiries should be directed to Mr. S FIKENI, HR Officer by telephone at (039) 254 5000.



**Z. H. SIKHUNDLA
MUNICIPAL MANAGER**