



ALFRED NZO
DISTRICT MUNICIPALITY

EXTERNAL ADVERT
VACANT POSITION
NOTICE NO 11/2023/2024

Alfred Nzo District Municipality is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of race, gender and disability. *People with physical disabilities are encouraged to apply.*



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

1. INFRASTRUCTURE DEVELOPMENT AND MUNICIPAL SERVICES DEPARTMENT

MANAGER: WCDM

TASK GRADE: 16

ANNUAL BASIC SALARY R592 508.00 PLUS BENEFITS

STATIONED PLACED: ANDM – EMAXESIBENI MAIN OFFICES

ESSENTIAL REQUIREMENTS: Grade 12 or Matric • A recognized National Diploma in Civil Engineering or/ B Tech/BSc degree in Civil Engineering • A minimum of 8 years' experience civil engineering field of which 3 years as a middle management • A valid Code EB driver's license and Computer literacy- Office Application.

KEY PERFORMANCE AREAS: Monitors and controls key performance areas and deliverable associated with capital rehabilitative and or maintenance project and programmes • Formulate strategies for water conservation and demand management • Identifying the requirements for infrastructural replacement, refurbishment and specialized intervention to reduce water losses (capital works) and budget taking into account cost change central system • Manage business plans (capital works) and implementation plans for water and sanitation projects/ contracts in the acceptable format.

2. BUDGET AND TREASURY OFFICER-SCM

ASSISTANT MANAGER: SCM
TASK GRADE: 16
ANNUAL BASIC SALARY R592 508.00 PLUS BENEFITS

STATIONED PLACED: ANDM – EMAXESIBENI MAIN OFFICES

ESSENTIAL REQUIREMENTS: Grade 12 or Matric • A recognized 03 year Bachelor's degree /or National Diploma majoring in Supply Chain Management or/ Financial Management • A minimum of 8 years' experience of which 5 years must be at supervisory level position in a role related to the position • A valid driver's license and Computer literacy- Office Application • Municipal Financial Management certificate will be an added advantage • Experience in Supply Chain and Contract Management and Munsoft will be an added advantage.

KEY PERFORMANCE AREAS: Manage demand, Acquisition, logistic, Risk management Performance management, contract management and managing the functioning of bid committees • Provide advisory service to all departments and units including developing of procurement plans • Manages and execute the effective system of contract management • Management of staff within the unit • Advise the Chief Officer on internal and external audit matters.



Closing date: 24 November 2023 @15:00

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. MH Kohli, Manager: HRM & OD by telephone at (039) 254 5030/5122.



**ZAMILE H. SIKHUNDLA
MUNICIPAL MANAGER**