



VACANCY NOTICE NO: 05/2023/24

Matatiele Local Municipality is committed to the achievement and maintenance of diversity and equity in employment, especially in respect of gender, race and disability amongst others.

Suitably qualified persons who are South African citizens are hereby invited to apply for the following vacancy which will be filled in terms of the Employment Equity Plan of the Municipality. Preference will be given to candidates whose appointment will enhance representativity of employees from the designated groups in terms of the Employment Equity Act 55, 1998.



PLEASE BEWARE OF A SCAM DOING ROUNDS WHEREIN INDIVIDUALS REQUEST MONEY IN EXCHANGE FOR EMPLOYMENT. NO PAYMENT OF ANY KIND IS NEEDED TO SECURE EMPLOYMENT WITHIN THE MUNICIPLAITY.

DEPARTMENT: INFRASTRUCTURE PLANNING AND DEVELOPMENT	
Position	General Manager: Infrastructure Planning and Development
Advertisement Platforms	National, Provincial, Local newspapers and Municipal Website
Place of Work	102 Main Street, MATATIELE, Eastern Cape
Employment Term	Permanent
Remuneration	Total Remuneration package will be in terms of Government Gazette 48789 dated 14 June 2023 between R935 100 (Minimum) R1, 068,686 (Mid-point) R1, 184,979 (Maximum) P.A.
Employment Equity Target	The position seeks to attract a candidate within these designated groups: African female, Coloured female, Coloured male or White female
Requirements	<ul style="list-style-type: none"> • Matriculation or equivalent certificate • Bachelor of Science Degree in Engineering Studies /B.Tech in Engineering Studies or equivalent Qualification • Compliance with the minimum competency levels as prescribed by the Government Gazette no 29967 of 15 June 2007 • Planning and organizing skills • A minimum of five years' experience at a middle management level, or as programme / project manager, and 3-4 years must be at professional / management level engineering management experience. • Extensive experience in financial management policy development and management, Strategic planning and implementation, programmes management, monitoring, evaluation and reporting on service delivery. • Good communication skills • A valid Code B Driving License. • Certificate of competency as required in terms of the General Machinery Regulations, 1988; or Registration with a recognised relevant engineering professional body will be added advantage. Willingness and ability to work over and above call of work and under pressure.
Knowledge	<ul style="list-style-type: none"> • Good knowledge and understanding of institutional governance systems and performance management. • Good knowledge and understanding of relevant policy and legislations. • Good knowledge of supply chain management regulations and the Preferential Procurement Policy Framework Act, 200 (Act No. 5 of 2000). • Good Governance • Audit and Risk Management establishment and functionality • Budget and Financial Management • Must have extensive knowledge of the public office environment; and must be able to formulate engineering master. • planning, project management and implementation.
Other Requirements	The successful candidate will be required to: <ol style="list-style-type: none"> Sign an employment contract, a performance agreement and to disclose any financial interests. Undergo security vetting. Undergo competency assessments.
Key Responsibilities	The incumbent will be responsible for the following: <ul style="list-style-type: none"> • Authorize, monitor and control infrastructure implementation. • Develop and improve infrastructure management procedures and systems. Ensure compliance with the requirements of all relevant applicable legislation and other related prescripts. • Accountable for maintenance and efficiency of operation of adequate, electricity, roads, storm water drainage and kerbing. • Manage the compilation and submission of monthly, quarterly, mid-term and annual directorate reports in line with the legislation requirements for

	council and other organs of the state and ensure that they support municipal programme. • Oversee the enforcement of planning and building regulations to ensure compliance. • Oversee and manage council property accordance with policy and laid down procedures. • Manage complex civil structures projects from conceptualization, design project management, quality assurance, compliance and ensure their proper integration to the municipality's overall plan (IDP). • Perform financial monitoring through commissioning, operations and maintenance to ensure effective and efficient functioning of the department within budgetary constraints of the Municipality. • Provide professionally advisory to the municipality on project conceptualization, design project management and implementation. • Oversee the management of all equipment and capital resources to ensure accountability by the department. • Manage all department's contract and tenders according to the approvals SLA's terms of reference, letter of appointment and contracted project time lines and as per project brief. • Responsible to ensure proper infrastructure development and planning, project management and administration. • Ensure diligent execution of municipal functions and management of the department in accordance with applicable legislation.
Key Competencies	• Must have the following competencies as prescribed in the National Treasury Minimum Competency Framework for Senior Managers: • Demonstrate knowledge to develop, implement and manage the relevant strategic plans, including but not limited to the engineering master plan, environmental plan, infrastructure related plans. • Ability to manage the municipality's Infrastructure Department's overall strategic direction.

Closing Date : 01 December 2023 @ 16H00

Enquiries should be addressed to the General Manager: Corporate Services, Mr. C.K. Magadla either by email @ KMagadla@matatiele.gov.za or telephone @ (039) 737 8134/ 8247.

IMPORTANT NOTE TO APPLICANTS:

- Failure to submit documents listed above will result in disqualification of applicants.
- Background screening and vetting of qualifications and references will be conducted on shortlisted candidates.
- Proof of canvassing might lead to the disqualification of applicants.
- No faxed or emailed applications will be considered.
- Correspondence will be limited with selected applicants.
- The Municipality reserves the right not to appoint in respect of the advertised posts

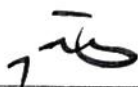
Please apply by filling in the Application for Employment Form obtainable from our website: www.matatiele.gov.za (not Z83 form) or from any of our Municipal Offices (Matatiele, Maluti, Cedarville and from a Ward Support Assistants in any of our 27 Wards). You must also send your Curriculum Vitae together with certified copies of your qualifications, Identity Document (ID) and Valid Code Driving Licence (where applicable) to:

FOR ATTENTION: THE MUNICIPAL MANAGER:

*The Municipal Manager
Matatiele Local Municipality
P.O. Box 35
Matatiele, 4730*

OR

*The Municipal Manager
Matatiele Local Municipality
102 Main Street
Matatiele, 4730*



MR. L. MATIWANE

MUNICIPAL MANAGER
Notice No : 2023/2024-123

We urge all employees, members of council, clients, members of the public and our suppliers to report any kind of fraud or corruption at Matatiele Local Municipality's Human Resources Management and Development Unit.