



CHIEF ALBERT LUTHULI MUNICIPALITY

The transparent, innovative, and developmental municipality that improves the quality of life of its people

Chief Albert Luthuli Municipality hereby invites applications from suitably qualified persons for the following positions

TECHNICAL SERVICES DEPARTMENT
MANAGER: PUBLIC WORKS

TOTAL REMUNERATION PACKAGE: R431 427 (Total cost to the employer)

QUALIFICATIONS AND REQUIREMENTS

- B Degree or National Diploma in Civil Engineering or equivalent qualification
- A minimum of three (3) years experience in managerial level
- Good management and leadership skills including stakeholder management
- Computer skills
- Good communication skills
- Interpersonal, analytical and organisational skills
- Valid driver's licence

KEY PERFORMANCE AREAS

- Directs and controls outcomes associated with utilization, productivity and performance of personnel within the Roads and Storm-water Maintenance Section
- Keeping abreast with technological developments in the rehabilitation and maintenance of roads, storm-water drainage, traffic signage/ markings.
- Prepares capital and operating estimates and controls expenditure against the approved budget allocation
- Disseminates functional and operational information on the immediate, short and long term objectives and current developments, problems and constraints
- Establishing key performance indicators and measures for determining/ assessing the level and appropriateness of service delivery with respect to road maintenance (routine, planned and unplanned) and repair work, storm-water drainage
- Assessing and analyzing material design, introduction of new materials and equipment and its impact on the functioning and level of service delivery
- Addressing complex technical issues and disseminating professional advice associated with the objectives and outcomes of the functionality

SUPERINTENDENT: PUBLIC WORKS
POST LEVEL: 5
SALARY SCALE: R188 340 R207 974

QUALIFICATIONS AND REQUIREMENTS:

- Matric plus a National Diploma in Civil Engineering or equivalent Qualification
- A minimum of three (3) year supervisory experience
- Physically fit and able bodied
- Valid drivers' licence

KEY PERFORMANCE AREAS

- Co-ordinate tasks and activities for roads and storm water function
- Plan, prioritize and schedule roads and storm water projects and maintenance work
- Supervise over maintenance of municipal buildings
- Co-ordinate and control tasks/activities associated with personnel performance in collaboration with the Special Workman
- Performs specific administrative tasks/activities associated with the updating and maintaining of records/information related to the activities/operations at the public works section

MANAGER: ELECTRICITY
TOTAL REMUNERATION PACKAGE: R431 427 (Total cost to the employer)

QUALIFICATIONS AND REQUIREMENTS

- A National Diploma or B Sc Degree or B Tech in Electrical Engineering or equivalent qualification
- Registration with ECSA is a prerequisite
- Computer Literacy
- Must be eligible for a Government Certificate of Competency
- A valid Code EB/B drivers license
- A minimum of at least three (3) years relevant experience

KEY PERFORMANCE AREAS:

- Manage the electrification program
- Manage both consulting engineers and contractors activities on capital projects and maintenance activities
- Manage maintenance programs and shut downs
- Manage a multiyear planning program, ensuring that total ring fencing is realised within 2010/11 financial year
- Manage cash flow on both operations and capital projects, ensuring that appropriate electricity tariffs are applied to customers
- Ensuring that the municipality complies with the licence condition as stipulated by Nersa
- General supervision of the personnel in the electricity division

ELECTRICIAN
POST LEVEL:6
SALARY SCALE: R166 354 R183 718

QUALIFICATIONS AND REQUIREMENTS

- Grade 12 / N3 Electrical
- NTC 3
- Installation Certificate
- Code C1 (10) Drivers' Licence
- Trade Test Certificate
- At least 3 years experience in the relevant field

KEY PERFORMANCE AREAS

- Maintenance and construction of overhead lines particularly aerial bundle conductor and bare overhead lines
- Jointing and termination of all XPLE cables up to 11KV
- Location of faults, maintenance of street lights
- Implement safe practices to colleagues and subordinates in terms of Occupational Health and Safety Act, 1993

PROJECT MANAGEMENT UNIT
PROJECT OFFICER POST LEVEL: 4 - SALARY SCALE: R213 210 R218 549

QUALIFICATIONS AND REQUIREMENTS

- Matric plus a National Diploma in Civil Engineering/ Project Management
- Computer skills
- Good communication skills
- Interpersonal, analytical and organisational skills
- Valid Drivers' license
- A minimum of 3 years relevant experience

KEY PERFORMANCE AREAS:

- Ensure that projects implementation complies with relevant technical requirements
- Provide technical assistance in the management and development of both business plans and feasibility studies.
- Do project management for all municipal projects.
- Arrange regular project evaluation progress meetings and conduct site visits.
- Ensure compliance with the labour intensive requirements for projects in line with EPWP
- Support and assist with all the administrative duties as required by the technical service department
- Facilitate community liaison linkages to ensure full community participation in a project's life cycle

DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT MANAGER: LED
TOTAL REMUNERATION PACKAGE: R431 427 (Total cost to the employer)

QUALIFICATIONS AND REQUIREMENTS

- Matric plus a B Degree or National Diploma in LED or Tourism
- A minimum of three (3) years experience in managerial level
- Good management and leadership skills including stakeholder management
- Knowledge of rural and urban development
- Computer skills
- Good communication skills
- Interpersonal, analytical and organisational skills
- Valid drivers' licence

KEY PERFORMANCE AREAS

- Manage the LED, Tourism and Housing sections
- Conduct research on key economic and social variables, potential and constraints for economic growth and development within the municipality
- Provide support to the local SMMES
- Monitor the development and implementation of the municipality's integrated environmental management plan
- Community participation and liaison with stakeholders relevant to LED and Tourism and Housing

DEPARTMENT OF PUBLIC SAFETY
CHIEF LICENSING OFFICER
TOTAL REMUNERATION PACKAGE: R431 427 (Total cost to the employer)

QUALIFICATIONS AND REQUIREMENTS

- Matric plus a three (3) year Degree or National Diploma in Road Traffic Management (Licensing) / ILO3 Diploma or equivalent
- A minimum of three (3) years experience in licensing section
- NATIS training
- Computer literacy
- Good communication skills
- Interpersonal, analytical and organisational skills
- Valid drivers' licence

KEY PERFORMANCE AREAS

- Control and execution of all duties in respect of registration and Licensing of motor vehicles and licensing of drivers as contemplated in the National Road Traffic Act 93/96 and other legislation
- Responsible for the compilation of the capital and operational budget for the Licensing Section.
- Responsible for the compilation of Natis returns for the licence section
- Compilation of financial reports regarding driving licence cards, roadworthy certificates issued by the section.
- Control the annual capital and operational budget for the section
- Responsible for the purchase and control of Licensing Section assets and materials.
- Implement council's and management resolutions and strategies
- Implementation of Batho-Pele Principles and ensuring that staff members adhere to these principles
- Monitor and evaluate performance of license section's personnel through performance management principles.
- Ensure that quality checks are conducted in accordance to SABS Code 0216
- Ensure that received amendments, procedures, and manual relevant to Testing Stations are implemented within specified time-frames.
- Audit all financial and non-financial transactions to ensure compliance with legislation, policies and procedures

NO FAXED OR E-MAILED APPLICATIONS WILL BE CONSIDERED

Applications must be submitted on the Chief Albert Luthuli Municipality's application form, which is obtainable in all the Chief Albert Luthuli's municipal offices or Chief Albert Luthuli's website which is www.albertluthuli.gov.za. The application forms should be accompanied by updated and comprehensive CVs as well as recently (**not older than 3 months**) certified copies of all qualifications and Identity document. Incomplete applications or those received after the closing date will not be considered. Due to the large number of applications anticipated, correspondence will be limited to short-listed candidates only. If you have not been contacted within 3 months after the closing date of the advertisement, please accept that your application has been unsuccessful.

We thank you for the interest shown in our municipality

CHIEF ALBERT LUTHULI LOCAL MUNICIPALITY SUBSCRIBES TO THE PRINCIPLES OF EQUAL EMPLOYMENT OPPORTUNITIES, AFFIRMATIVE ACTION AND EMPLOYMENT EQUITY ACT AND IN THIS VEIN, APPROPRIATE QUALIFYING WOMEN AND PEOPLE WITH DISABILITIES ARE PARTICULARLY

ENCOURAGED TO APPLY

ENQUIRIES: DIRECTOR CORPORATE SERVICES .TEL: 017 843 4000 .CLOSING DATE: 24 May 2012

Complete applications must be forwarded to:

The Municipal Manager P.O. Box 24 Carolina 1185