



## **BA-PHALABORWA MUNICIPALITY**

**BA-PHALABORWA MUNICIPALITY WITH ITS SEAT IN PHALABORWA, INVITES APPLICATIONS FROM SUITABLY, EXPERIENCED AND DYNAMIC INDIVIDUALS FOR THE FOLLOWING POSITIONS.**

### **1. DEPARTMENT OF TECHNICAL SERVICES**

**(RE-ADVERTISEMENT)**

**DIRECTOR: TECHNICAL SERVICES REF (TS 15/04/1)(1)**

**TOTAL REMUNERATION PACKAGE: R581 810 - R748 050**

This position is a five year term performance contract which is based in Ba-Phalaborwa main office. The incumbent will be subjected to signing an employment contract, a performance agreement, disclosure of financial interest and undergo security vetting.

### **REQUIREMENTS**

- A bachelor of science degree in Engineering / B. Tech Engineering or equivalent
- Five (5) years' experience at a middle management level or as program/project manager

- 3-4 years must be at professional/ management level engineering management experience
- Certificate of competency as required in terms of the *General Machinery Regulations, 1988* and or
- Registration with a recognized relevant engineering professional body will be an added advantage.
- Preparedness to be subject to security clearance

#### **Knowledge:**

- Good knowledge and understanding of relevant policy and legislation
- Good knowledge and understanding of institutional governance systems and performance management
- Must have extensive knowledge of the public office environment and,
- Must be able to formulate engineering master planning, project management and implementation.

#### **COMPETENCIES**

- **Financial and Supply chain management** competencies in terms of the MFMA.
- **Leading competencies** in terms of the Local Government Municipal systems Act (competency framework for senior managers) i.e. Strategic Direction and leadership, People management, Program and Project Management, Financial management, Change leadership and governance and leadership.
- **Core Managerial competencies** in terms of the Local Government Municipal Systems Act (competency framework for senior manager) i.e. Moral competence, Planning and organizing, analyzing and innovation, knowledge and information management, communication, result and quality focus.

## **CORE FUNCTIONS**

- Manage the provision of services to the local community in a sustainable and equitable manner, including but not limited to the following functions :
  - Provision of water, sanitation, roads and storm water and sewerage, full responsible for the management, operation, maintenance, planning and administration of the electricity network.
- Provide an advisory services to the Council regarding all aspects falling within his/her scope of work and carrying out their decisions.
- Develop, implement and manage strategic goals, policies, procedures, and plans for the directorate under his/her control.
- Develop policies and guidelines for the effective operation of services delivery.
- Develop a program for infrastructural services delivery with the municipal area in line with the IDP, and overseeing its implementation
- Coordinate and supervise the management of own funded projects, implementing National Building Regulations, taking the required responsibility as defined in the occupational Health and Safety Act, Act No 85 of 1993 its regulations.

## **2. DEPUTY DIRECTOR: ELECTRICAL SERVICES REF (TS 15/04/1)(2)**

### **SALARY (NEGOTIABLE)**

### **REQUIREMENTS:**

A BSC Engineering (Electrical). A Government Certificate of Competency.

ECSA registration. Knowledge of the OHS Act, 85 of 1993 GMR 2.1 and related electrical SANS AND NRS regulations. Financial and Project management skills. Excellent leadership, strategic, analytical, planning, organising, managing, control and evaluation skills. The ability to work under pressure, make decisions and motivate others. Knowledge of the MFMA,

financial and legislative updates as well as legal and labour issues. A valid driver's license.

### **CORE FUNCTIONS**

- Plan and manage the activities of the section to ensure the delivery of electrical and mechanical services.

- Develop the divisional vision and strategy and ensure implementation to deliver effective and efficient control over the division.

- Manage performance of employees in the division to ensure and determine work performance and progress.

- Plan and manage the utilization of resources in order to perform activities and maintain control.

- Develop and monitor systems, policies, procedures and processes to ensure adherence to safety and other legal requirements.

- Compile reports and statistics to report on relevant activities as required by statutory or internal reporting requirements.

- Advise management, Council and the Municipal Manager in terms of aspects related to his/her division by addressing them in person, telephonically or in writing.

- Perform Human resources and administrative activities to ensure the development and utilization of resources.

- Perform client service functions to ensure continuous service delivery. Maintain and monitor the entire electrical network.

NB. Candidates applying for the position of Director: must disclose their academic qualification, proven experience and competencies, contact references, full details of any dismissal for misconduct and any disciplinary actions, whether

pending or finalized instituted against them from the current or previous employer.

An application for these vacant positions must be submitted on an official application form which could be downloaded from Ba-Phalaborwa website: [www.ba-phalaborwa.gov.za](http://www.ba-phalaborwa.gov.za) or collected from Ba-Phalaborwa Municipality and accompanied by a detailed curriculum vitae. These should be forwarded to the Municipal Manager, Ba-Phalaborwa Municipality, Private Bag X01020, Phalaborwa 1390 or hand delivered to Office no H29, Human Resource division for the attention Ms Mokoena SS.

**No application for Director Position will be considered if not submitted on the official application form.**

**No faxed applications will be accepted. Ba-Phalaborwa subscribes to principles of equal employment and affirmative action.**

**Enquiries on these positions should be directed to Ms Mokoena SS @ 015 780 6335**

Closing date: 03 JULY 2015

*Enquiries should be directed to Ms Mokoena SS @ (015) 780 6335*

We welcome applications from persons with disabilities.

