



MATJHABENG

LOCAL MUNICIPALITY

VACANCIES

EXTERNAL/INTERNAL ADVERTISEMENT

**INFRASTRUCTURE
BRANCH: CIVIL ENGINEERING
SENIOR MANAGER: CIVIL
ENGINEERING**

SALARY: R596 976 p.a (Excluding Benefits)

POST LEVEL: 2

JOB PURPOSE:

Manage, control and administration of Water and Sanitation and Roads and Storm Water for areas within the Municipality.

MINIMUM REQUIREMENTS:

Relevant B.SC Civil Engineering degree or equivalent NQF level 7 Qualification. Registered as a Professional Engineer or technologist with ECSA. 10 years relevant experience in the Civil Engineering Environment. Experience in a municipal environment would be an advantage. Be computer literate and have a valid code B drivers license.

PREFERRED REQUIREMENTS:

At least 10 years experience in the water, waste water and/or roads and storm water. Experience in project and asset management is a prerequisite for the appointment. At least 2 years proven managerial experience and 5 years supervisory experience is required.

KEY PERFORMANCE AREAS

- Responsible for the overall control and supervision of the Civil Engineering Branches in all the units.
- To manage the provisioning of Civil Engineering Services.
- Financial control – compiles, manage and control of Capital and Operational budgets to ensure economical and sound financial viability in the Department.
- Manage and control of the Civil Engineering department assets.
- Manage and control of the consumer complaints received for punctual and proper attention.
- Management of existing water treatment works and the reticulation networks to ensure a reliable and safe water supply to consumers.
- Management of water storage facilities of the Municipality.
- Oversee the process Designing and execution of Capital projects.
- Prepare and control personnel matters, OHS etc.
- Responsible for some of the designs and construction for Capital Projects.
- Prepare various reports on the activities in the Department.
- Responsible for operation, maintenance and monitoring of services delivered by all the branches in the Department
- Responsible for the management of personnel in the Department.
- Responsible for administrative control in the Department by ensuring the effective and efficient management and execution of administrative responsibilities in the Department.
- Responsible for project management on infrastructure projects by scheduling, implementation and execution of projects

- Responsible for the annual capital and operational budgets of the Department
- Responsible for revenue protection in order to limit water related financial losses for the Municipality
- Responsible for the provision of a safe and healthy working environment

Enquiries regarding this position can be forwarded to: Mr N B Thobela @ 057 391 3385

BRANCH: WATER DEMAND

**MANAGER: WATER DEMAND
MANAGEMENT**

SALARY: R537 468 p.a (Excluding Benefits)

POST LEVEL: 3

JOB PURPOSE:

Manage, control and administration of Water and Sanitation demand within the Municipality.

MINIMUM REQUIREMENTS:

Relevant B.SC Civil Engineering degree or equivalent NQF level 7 Qualification. Registered as a Professional Engineer or technologist with ECSA or relevant body. 10 years relevant experience in the Civil Engineering Environment. Experience in a municipal environment would be an advantage. Be computer literate and have a valid code B drivers license.

PREFERRED REQUIREMENTS:

At least 10 years experience in the water and waste water. Experience in project and asset management is a prerequisite for the appointment. At least 5 years proven managerial experience and 5 years supervisory experience is required.

KEY PERFORMANCE AREAS

- Develop, implement and monitor a Water Demand Management Strategy for the Municipality
- Prepare water standards, water interruptions and revenue protection procedures
- Responsible for Revenue protection on water for the entire Municipal area of jurisdiction
- Responsible for Water Services Authority (WSA) function in order to adhere to the legislative requirements
- Responsible for administrative control in the branch in order to ensure efficient and effective management and execution of administrative responsibilities
- Draft council items and reports to ensure that all applicable legislations are adhered to
- Liaise with consultants and relevant role players to ensure effective operations of the Branch
- Investigate and attend to complaints and queries relating to water meters
- Prepare submissions and/or requests for procurement of materials and/or relevant services for the branch
- Responsible for the management of the annual capital and operational budget of the branch

Enquiries regarding this position can be forwarded to: Mr NB Thobela @ 057 391 3385

**BRANCH: WATER AND EFFLUENT
WATER**

**MANAGER: WATER AND EFFLUENT
WATER
WELKOM**

SALARY: R537 468 p.a (Excluding Benefits)

POST LEVEL: 3

JOB PURPOSE:

Manage, control and administration of Water and Sanitation within the Municipality.

MINIMUM REQUIREMENTS:

Relevant B.SC Civil Engineering degree or equivalent NQF level 7 Qualification. Registered as a Professional Engineer or technologist with ECSA or relevant body. 10 years relevant experience in the Civil Engineering Environment. Experience in a municipal environment would be an advantage. Be computer literate and have a valid code B drivers license.

PREFERRED REQUIREMENTS:

At least 10 years experience in the water and waste water sector. Experience in project and asset management is a prerequisite for the appointment. At least 5 years proven managerial experience and 5 years supervisory experience is required

KEY PERFORMANCE AREAS

- Ensure that water and sewage maintenance programs are implemented
- Liaise with consultants and relevant role players
- Draft council items and reports
- Attend and chair meetings as per request
- Investigate complaints and queries regarding relevant correspondence
- Prepare water service standards, water interruptions and revenue protection procedures
- Render advice to outside sections
- Prepare submissions for section material and maintenance
- Prepare preliminary operational and capital yearly budgets in line with the IDP for approval
- Control income and expenditure of the branch
- Liaise with suppliers, contractors and consultants
- Ensure that all the requirements of the Occupational Health and Safety Act are complied with
- Comply with all applicable legislation

Enquiries regarding this position can be forwarded to: Mr NB Thobela @ 057 391 3385:

**DEPARTMENT: ELECTRICAL
ENGINEERING
SENIOR MANAGER: ELECTRICAL
ENGINEERING**

SALARY: R596 976 p.a (Excluding Benefits)

POST LEVEL: 2

JOB PURPOSE

Manage, control and administration of electricity distribution and reticulation networks for areas within the entire Municipal area.

ESSENTIAL REQUIREMENTS:

Relevant B.Degree in Electrical Engineering Heavy Current or equivalent NQF level 7 qualification. Registered as a Professional Engineer or technologist with ECSA. 10 years relevant experience in the Electrical Engineering Environment. Experience in a municipal

environment would be an advantage. Government Certificate of competency (GCC). Valid code B drivers license.

PREFERRED REQUIREMENTS:

At least 10 years experience in the electricity distribution industry, experience in 11kV network equipment is a prerequisite and experience up to 88kV is preferred. At least 5 years proven managerial experience and 5 years supervisory experience.

KEY PERFORMANCE AREAS:

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The Senior Manager: Electrical Engineering Services will be responsible to take strategic direct control over all sections in the Engineering Department in terms of the following key performance areas:

- Responsible for rendering an administrative function in order to ensure that effective and efficient administration is rendered by the Matjhabeng Electrical Engineering Department
- Responsible for the compilation of the Electrical Engineering Department's Financial Budgets in terms of the MLM Integrated Development Plans (IDP).
- Responsible for the management and control functions of the Electrical Engineering Department.
- Responsible for the provision of a safe working environment in the Electrical Engineering Department in terms of all applicable legislation requirements.
- Responsible for the planning of all Capital Electrical projects.
- Responsible for managing power interruptions.
- Responsible for the Departmental Financial aspects in order to ensure a financially viable Electrical Engineering Services Department.
- Responsible for the electrical maintenance functions.
- Responsible for the overall control and supervision of the Electrical Engineering Branches in all the units.
- Responsible for the overall planning of work activities in the Department and new infrastructure development of Municipal Electrical Engineering Services.
- Responsible for operation, maintenance and monitoring of services delivered by all the branches in the Department.
- Responsible for the management of personnel in the Department.
- Responsible for administrative control in the Department by ensuring the effective and efficient management and execution of administrative responsibilities in the Department.
- Responsible for project management on infrastructure projects by scheduling, implementation and execution of projects.
- Responsible for the annual capital and operational budgets of the Department.
- Responsible for revenue protection in order to limit electrical related financial losses for the Municipality.

Enquiries regarding this position can be forwarded to: Mr N B Thobela @ 057 391 3385