



EXTERNAL ADVERT

The Mkhambathini Municipality hereby invites suitable qualified applicants to -apply for the following position:

DEPARTMENT: TECHNICAL, DEVELOPMENT AND TOWN PLANNING SERVICES

MANAGER: PROJECT MANAGEMENT UNIT (PERMANENT POSITION)

REMUNERATION: R513 888.48 - R667 079.40 per annum (Task Grade 15 of Grade 1 Local Municipality plus benefits as prescribed by collective agreements of local Authorities)

MINIMUM REQUIREMENTS

- Grade 12 or National Senior Certificate
- An appropriate Diploma/Degree in Civil Engineering/Project Management or related field (Postgraduate Degree would be an added advantage)
- 5 years or more relevant experience including 3 years of supervisory experience with Municipal Engineering Programmes, including Municipal Infrastructure Grants
- Registration with the ECSA or relevant body will be an added advantage
- Fully computer literate (Ms Office, Ms Word, Ms Excel and PowerPoint)
- Code B driver's license

KNOWLEDGE SKILLS AND COMPETENCY

- Extensive knowledge of Council's policies, procedures and systems
- The ability to prepare financial and progress reports for the Municipality and other sources of funding
- Understanding of Acts governing Local Government and engineering statutory documents/legislations
- Knowledge of legislations/statues pertaining to the functions of the post

- The ability to build and maintain excellent working relations, as well as to interact and communicate with both internal and external stakeholders

KEY PERFORMANCE AREAS

- Facilitating the delivery of infrastructure related projects and programmes to communities in accordance with the Integrated Development Plan and the National policy.
- Managing and controlling Grant funding project applications by facilitating and supporting compilation and processing of Grant funding business plans
- Approving alignment of or controlling the implementation of operational management monitoring, performance and management of reporting systems and controls to maintain conformity with sound corporate governance principles, financial regulations and audit guidelines and statutory acts.
- Critically examining the adequacy of the Department's and region wide Expanded Public Works policy and MIG directives with consideration to amendments to legislative prescripts and National/Provincial Government service delivery mandates.
- Supervising, managing and controlling the activities of the subordinates within the Project Management Unit.
- Preparing financial and technical project related reports and/ or verifying the content of reports prepared by Technical Personnel prior to consolidation and submission to council, provincial and local level reporting.
- Preparing cashflow reviews referring to interim project progress reports and inspections and, consolidating information against budgeted provisions to enable assessment of performance against agreed financial measures.

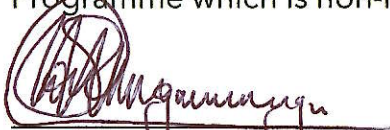
Application form (accessible from the municipal website and municipal office) clearly stating the position you are applying for, together with a comprehensive CV and certified copies of qualifications must be sent to the: **The Municipal Manager, Mkhambathini Municipality, Private Bag X04 Camperdown 3720 or hand deliver**

at: **No 18 Old Main Road, Camperdown, 3720** or emailed to:
Recruitment@mkhambathini.gov.za

Closing date 16 August 2024 Kindly note that should you not be contacted within a period of 30 days after closing date, consider your application unsuccessful.

Enquiries regarding the post can be directed to Ms. P.P Ngubane Director: Corporate Services at 031 785 9310.

Mkhambathini Municipality subscribes to an Employment Equity, Affirmative Action Programme which is non-racist, non-sexist and based on merit.



MR. S. MNGWENGWE
MUNICIPAL MANAGER