



EMADLANGENI MUNICIPALITY

Emadlangeni Municipality as an equal opportunity, affirmative action employer with its legislative and executive seat in Utrecht invites suitably and qualified candidates to apply and fill the following vacant management positions:

DEPARTMENT OF PLANNING AND INFRASTRUCTURE DEVELOPMENT

DIRECTOR: PLANNING AND INFRASTRUCTURE DEVELOPMENT

PERMANENT POSITION

SALARY: IN TERMS OF GOVERNMENT GAZETTE NO. 47538 DATED 18 NOVEMBER 2022;
MINIMUM PACKAGE R 827 289.00 – MID POINT R 919 210.00 – MAXIMUM R 1 011 131.
PLUS PERFORMANCE BONUS

Requirements:

- A B. Degree (NQF 7) in Built Environment [Engineering, Town Planning, Building Sciences, etc.] or equivalent
- 5 years' experience at middle management level in government environment
- Compliance with all the requirements as contained in the Municipal Regulations on minimum Competency levels, Gazette 29967 of 15 June 2007, i.e., Certificate in Municipal Finance Management, e.g. (CPMD, MFMP). In case where the successful candidate is not in possession of such, the incumbent will be obliged to obtain such within eighteen (18) months period
- 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
- Should have Municipal Finance Management Programme.
- Professional Registration with the recognised Council such as ECSA or similar recognised relevant professional body
- Computer literate
- A valid driver's licence
- Good communication and presentation skills in both English and IsiZulu

Duties:

- Reporting directly to the Municipal Manager, the successful incumbent will be responsible and accountable for the following:
 - Responsible for the whole operations of the Planning and Infrastructure Development Department:
 - Town Planning and environmental management
 - Environmental impact assessment
 - Infrastructure planning and development
 - Project Management

- Municipal Public Works (roads, storm water management and civil works)
 - Electrification programmes
 - Spatial Planning and Land use management system
 - Geographic information system
 - Housing administration and Real estate management
 - Local Economic Development
 - Building inspection management
 - SPLUMA
- Provide reports and items to the portfolio committee and the municipal council with regard to planning and Planning and Infrastructure Development operations
 - Review performance management system for Planning and Infrastructure Development Department
 - Ensure legislative compliance when carrying the duties of Planning and Infrastructure Development operations
 - Provide reports and items to Council with regard the Planning and Infrastructure Development operations.
 - Co-ordinate the portfolio committee meetings of the Planning and Infrastructure Development department items.

KEY COMPETENCIES:

- **Strategic capability, organizing and presentation skills**
- **Communications skills**
- **Programme and Project Management Skills**
- **Financial Management**
- **Problem Solving Management**
- **People Management and Empowerment**
- **Service Delivery innovation**
- **Knowledge of Performance Management**
- **Partnership and Stakeholder relations**

Detailed Curriculum Vitae's accompanied by a covering letter, application forms and certified copies of qualifications can be forwarded to the Municipal Manager Emadlangeni Municipality, 34 Voor Street, Utrecht, 2980 or PO Box 11, Utrecht, 2980.

Application forms for employment can be downloaded from Emadlangeni Municipality's website at www.emadlangeni.gov.za For further information you may contact the Municipal Manager Mrs GN Mavundla at 034 331 3041.

- **Canvassing for appointment will automatically disqualify and applicant**
- **If no reply to your application has been received within 30 days of the closing date, you should consider your application as being unsuccessful**
- **The Department: Corporate Services will not take responsibility for information not mentioned in applications**
- **NO late applications will be accepted**
- **NO emails or faxes will be accepted**
- **The Department: Corporate Services will not be held responsible for lost applications unless proof of submission can be supplied**
- **All applicants may be required to undergo proficiency test**
- **NO applications shall be considered without certified copies of the original documents of qualifications**

- **Emadlangeni Municipality adheres to the provisions as contained in the Employment Equity Act to ensure the representivity through the process of affirmative action**
- **Reference checks will be done**
- **Applicants must have no criminal record or pending criminal / Departmental or civil cases**
- **Applicants will be subjected to a vetting process which will include security screening and fingerprint verification**
- **Foreign qualification accredited by the South African Qualification Authority only will be considered**
- **SHOULD the candidate be successful in the interviews and thereafter decline the offer, such candidate will be liable for all costs incurred to have the position re-advertised**

CLOSING DATE: 31 AUGUST 2023

The successful candidate will have to enter into a permanent appointment contract; sign a declaration of interest form and be required to sign an annual performance agreement with the Municipality in accordance with Section 57 Of the Local Government Municipal systems Act, 32 of 2000.



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Mrs GN Mavundla
Municipal Manager