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INTERNAL/EXTERNAL ADVERTISEMENT

INFRASTRUCTURE AND WATER SERVICES

PROCESS CONTROLLERS (WATER X15) AND (WASTEWATER X6)

DURATION : PERMANENT
SALARY : R195,969.49 (Excluding Benefits)
PLACE OF WORK : Sekhukhune District Municipality

REQUIREMENTS: Grade 12 or relevant post matric qualification preferably a NTC 3 in Water Treatment or Waste Water treatment, trade related qualification: Operators Certificate / Waste Water Treatment practice (N3) and code EB driver's license.

EXPERIENCE: 1-2 years' relevant experience required.

SKILLS, KNOWLEDGE AND UNDERSTANDING: Demonstrated knowledge of process functionality within a waste treatment plant/wastewater treatment works and associated installations; and knowledge of plant performance and system functionality and recording and reporting outcomes.

SUMMARY OF CORE FUNCTIONS: Plans, manages, monitors and evaluates specific activities to deliver the desired outputs and outcomes, The ability to utilize technology/equipment in the workplace to optimize functioning of the plant. Ensures high quality output, accurately checks processes, tasks and shows attention to detail. Ability to manage the environmental and workplace hazards and promotes the principles of Occupational Health and Safety.

DESIGN ENGINEER X1

DURATION : PERMANENT
SALARY : R1,080,590.10 PER ANNUM (including benefits)
PLACE OF WORK : SEKHUKHUNE DISTRICT MUNICIPALITY

REQUIREMENTS: A relevant BEng or BSc (Eng) engineering degree and eligibility for registration as Pr Eng; Plus, in the case of electrical or mechanical disciplines, depending on the size of installations, a GCC or Pr Cert Eng; and Computer literacy: MS Office **EXPERIENCE:** 8 years of more relevant experience post registration

SKILLS, KNOWLEDGE AND UNDERSTANDING: Manages professional teams and complex engineering functions; Works independently; and may supervise and mentor junior engineering personnel.

SUMMARY OF CORE FUNCTIONS: Manages design teams and evaluates the design of complex engineering problems and infrastructure; Manages and assigns resources to designs projects; Does life-cycle analysis to determine design requirements; Prioritizes design in terms of budget availability and infrastructure asset management requirements; Checks designs against demand and system capacity; and does final approval of designs.

PLANNING ENGINEER X1 (RE -ADVERTISEMENT)

DURATION : PERMANENT
SALARY : R1,080,590.10 (including benefits)
PLACE OF WORK : SEKHUKHUNE DISTRICT MUNICIPALITY

REQUIREMENTS: A relevant BEng or BSc (Eng) engineering degree and eligibility for registration as Pr Eng; Plus, in the case of electrical or mechanical disciplines, depending on the size of installations, a GCC or Pr Cert Eng; and Computer literacy: MS Office

EXPERIENCE: 8 years of more relevant experience post registration

SKILLS, KNOWLEDGE AND UNDERSTANDING: Manages professional teams and complex engineering functions; Works independently; and may supervise and mentor junior engineering personnel.

SUMMARY OF CORE FUNCTIONS: Oversee and evaluate the planning of complex engineering projects, integrate engineering/ infrastructure planning with broader development planning, interpret IDP and spatial planning initiatives into specific projects requirements, projects and forecast short, medium and long term infrastructure needs for the municipality.

CORPORATE SERVICES

HR OFFICER X1

DURATION : PERMANENT
SALARY : R506 986. 87 PER ANNUM (excluding benefits)
PLACE OF WORK : SEKHUKHUNE DISTRICT MUNICIPALITY

REQUIREMENTS: A relevant 3-year tertiary qualification in Human Resources Management or related field.

EXPERIENCE: 2 - 5 years relevant experience required.

SKILLS, KNOWLEDGE, AND UNDERSTANDING: knowledge of all legislations, computer literacy, Applies a body of theoretical knowledge either broadly or to a specific aspect of the Human Resources function,

SUMMARY OF CORE FUNCTIONS: The ability to facilitate changes in technology, human behavior and processes with minimal cost and disruption to the department, in a manner that enhances and ensures achievement of departmental objectives. The proactive design and implementation of a talent-driven business strategy directed to attracting, deploying, developing, retaining and optimizing the appropriate talent requirements as identified in the HR Plan and Staffing Strategy of departments. provides specialist advice to clients, and work is monitored, and feedback is given while proficiency has been developed. Facilitates the implementation of programs, processes, and systems.

MUNICIPAL MANAGER'S OFFICE

MPAC RESEARCHER X1

DURATION : Contract linked to term of political office bearer
SALARY : R506 986. 87 per annum (excluding benefits)
STATIONS : Sekhukhune District Municipality

REQUIREMENTS: National Diploma in Public Administration or equivalent qualification.

EXPERIENCE: 2 Years relevant experience

SKILLS, KNOWLEDGE, AND UNDERSTANDING: Legislations governing local government, high degree of confidentiality and strong research background will be an added advantage.

SUMMARY OF CORE FUNCTIONS: Advise MPAC on accountability and oversight matters. Provide administrative support to ensure functionality of the MPAC. Assist the chairperson of MPAC and the MPAC to run the affairs. Draw the MPAC annual Programme in line with the municipal cycle. Source Municipal Council documents and reports that are needed for MPAC.

RISK OFFICER X1

DURATION : Permanent
SALARY : R506 986. 87 PER ANNUM (excluding benefits)
PLACE OF WORK : Sekhukhune District Municipality

REQUIREMENTS: National Diploma in Risk Management/Accounting or equivalent

EXPERIENCE: 2 years relevant experience.

SKILLS, KNOWLEDGE, AND UNDERSTANDING: knowledge of all legislations, computer literacy, safety regulations, familiarity with all areas, policies and procedures of the organisation, communication and conflict management skills, numeracy, detailed knowledge of the general tools and techniques of risk management, proactive, report writing skills, analytical skills, negotiation skills, creativity and flexibility.

SUMMARY OF CORE FUNCTIONS: Coordinate risk analysis/identification, implement policies, strategy and framework, risk assessment and mitigation processes, risk awareness and compliance and provide administrative support to the section.

MANAGER LEGAL SERVICES X1

DURATION : PERMANENT
SALARY : R1,080,590.10 PER ANNUM (including benefits)
PLACE OF WORK : SEKHUKHUNE DISTRICT MUNICIPALITY

REQUIREMENTS: A relevant 3 year tertiary qualification preferably a B-Degree in law (LLB advantageous); and, Computer literacy: MS Office.

EXPERIENCE: 8 years of more relevant legal experience required.

SKILLS, KNOWLEDGE AND UNDERSTANDING: The ability to communicate complex legal information in understandable documents for specific audiences. knowledge of all legislations, familiarity with all areas, policies and procedures of the organization,

SUMMARY OF CORE FUNCTIONS: Responsible for handling the most complex legal matters or projects; and, Analyses and manages major legal disputes and sensitive and high profile matters; Coordinates allocation of work to legal practitioners; Reports on litigation matters to appropriate political structure; Engages and instructs external service providers (legal firms); Distinguishes among various options available and select appropriate course of action; Communicates advice and solutions clearly to directorates, units and sections of the Municipality including Council and its committees

ENQUIRIES: Ms. MP Senne or MB Mphaga (Tel: 013 262 777692/ 7415). Applicants who previously applied for re-advertised post (s) may re-apply if still interested. There will be a need for signing of an employment contract, performance agreement and disclosure of financial interests and where necessary undergo screening, security vetting and competency assessment. Sekhukhune District Municipality is an equal opportunity, affirmative action employer. In the filling of these vacant posts, the objectives of s195(1)(i) of the Constitution of the Republic of South Africa, 1996, the Employment Equity imperatives as defined by the Employment Equity Act 55 of 1998 as well as the relevant Human Resources prescripts of the municipality will be taken into consideration. It is our intention to promote representativity in terms of race, gender and disability. Applicants whose appointments will promote diversified representation will receive preference. In particular, women are encouraged to apply. The appointment will be done in terms of the Local Government: Municipal Staff Regulations of 20 September 2021 read together with the Recruitment Selection and Appointment Policy of the municipality.

Applicants for these posts must submit fully completed official application form for employment available at municipality's offices or website (www.sekhukhunedistrict.gov.za) with their detailed curriculum vitae (CV), certified copies of academic qualifications, Identity Document (ID) as well as valid motor vehicle driver's licence (with applicable legal exceptions for persons with disabilities) to: Mr. MM Kgwale, Municipal Manager, Sekhukhune District Municipality, Private Bag X8611, Groblersdal, 0470, Attention: Mr. Langa Kabini, Tel: 013 262 7727 or hand deliver @ Bareki Mall, Sekhukhune District Municipality, 3 West Street, Groblersdal on or before before **09 February 2024 @ 16H30.**

Late, faxed, e-mailed or applications not made on the official application form shall not be considered. It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the South African Qualifications Authority. Failure to submit all the required documents shall render the application invalid. Sekhukhune District Municipality reserves the right not to make an appointment. Correspondence will be limited to successful candidates only. If you do not receive any response from us within three (3) months from the date of this advertisement, please accept that your application was unsuccessful. Canvassing Councillors or officials for the appointment is strictly prohibited and will automatically disqualify the applicant. Visit our website at (www.sekhukhune.gov.za).

**Municipal Manager
Kgwale MM**