



DIRECTOR TECHNICAL SERVICES

Applications are invited from suitably qualified individuals to apply for the following position

Post: IDP / PMS Manager

Requirements

- An appropriate B Degree or National Diploma in Civil Engineering - Applicant must have a Certificate Program in Management Development for Municipal Finance (CPMD)
- At least five years' experience in Civil Engineering, construction, management and or design
- A background in Local Government is recommended
- A good understanding of public administration
- Must be a strategic thinker, a driver, have a passion for development and be a good communicator
- A valid code EB driver's licence
- Have a working and applied knowledge of MS Word, MS Excel and MS Access
- Have a working knowledge and understanding of Municipal Structure Act, the Municipal Systems Act, The Water Services Act and DORA

Duties

- Monitoring Provincial Infrastructure Grant Projects (MIG and PIG)
- Road Construction Maintenance and Rehabilitation Projects:
- Housing Projects
- Operation and Maintenance (O&M)
- Technical support and evaluation of proposed projects in alignment with the respective municipal IDP and the regional and provincial growth and development plans
- Appraisal of civil engineering proposals, design reports and tender reports
- Civil Engineering design, estimation and tendering
- Annual budgeting and cash flow management
- Ensure compliance of all legal aspects and conditions, required from the different spheres of government
- Manage cash flows and committed project expenditure
- Manage capacity building in the Technical Service section
- Conduct site visits/meetings to ensure compliance to business plan conditions
- Verify payment certificates and preparation of monthly payment schedule documentation
- Maintain project performance data according to business plan.

Please note

- Fraudulent qualifications, information or documents will disqualify any applicant
- Canvassing is prohibited and will disqualify any applicant
- Faxes and e-mail are not acceptable

Application with comprehensive CV's and certified copies of qualifications should be forwarded to:



Municipal Manager
Phumelela Local Municipality
Private Bag X5
Vrede, 9835

OR handed in at the office No. 52 Kuhn Street, Vrede

Closing date: 5 April 2013

Enquiries: Human Resource Officer (R T Tshabalala)
Tel: 058 913 8300

Mr. T.M. Moremi
Municipal Manager

NB: if you have not been contacted within 3months after the closing date consider your application as unsuccessful.