



PHUMELELA LOCAL MUNICIPALITY

Phumelela Local Municipality, with its seat in Vrede in the Free State Province, subscribes to the principles of the Employment Equity Act and invites suitable candidates to apply for the advertised positions.

SUPPLY CHAIN MANAGER - Permanent Appointment

Salary: Negotiable

Requirements: ♦ A relevant three year Degree or equivalent (NQF 6) qualification. ♦ Meeting the minimum competency levels in terms of Gazette 29967 will be an added advantage. ♦ A formal SCM / legal qualification would be an added advantage. ♦ Managerial experience in a centralised stores and provisioning administration (procurement) environment with specific references to the Local Authority Government. ♦ An in-depth knowledge of the Preferential Procurement Policy Framework Act. ♦ A Valid Code 8 driver's licence. ♦ Computer literacy and understanding of Excel spreadsheets.

Key performance areas ♦ Head the Supply Chain Management Unit. ♦ Responsible for the procurement in line with the SCM policy and relevant regulations / legislations. ♦ Responsible for overseeing and implementation of procedural guidelines relating to procurement, financial accounting and relevant administration. ♦ Maintain the current policies with regard to asset disposal. ♦ Manage / handle all administrative tasks pertaining to the bidding process in order to ensure proper SCM processes.

PMU MANAGER - Contractual Appointment

Salary: R 400 000.00 per annum

Requirements: ♦ A recognised qualification from a recognised Institution. ♦ A minimum of three (3) years working experience as a Project Manager or Civil Engineer (B.Sc. Civil Eng.) or Civil Engineering Technologists (B.Tech. Civil Eng.) or minimum of five (5) years working as Civil Technician (ND, Civil Eng.) with proven management responsibilities. ♦ Experience in the managing of infrastructure projects in Local Government.

Key performance areas: ♦ Primary responsibility to integrate, co-ordinate, project manage and financially administer the MIG. ♦ Ensure project compliance with all applicable legislation, policies and conditions applicable to MIG. ♦ Project performances and cash flow reviews. ♦ Liaise with Provincial and Senior MIG Manager as well as other line function Departments through formal regular evaluation / progress meetings and on an ad hoc basis. ♦ Submission of monthly, bi-monthly, quarterly, annual and ad hoc reports to GOGTA as determined in the applicable legislation or required by the MIG Management Unit. ♦ Responsible for the management of the PMU team and their respective outputs.

IT TECHNICIAN - Permanent Appointment

Salary: Negotiable

Requirements: ♦ IT Diploma or equivalent (NQF 5) qualification. ♦ A+, N+ with a minimum of two (2) years relevant experience in the Information Technology field. ♦ Knowledge for server administration, backup routines. ♦ Need to be familiar with networking routers and firewalls. ♦ Knowledge of Windows platform, Microsoft XP, Vista, Windows 7. ♦ Experience on computer and networking maintenance in a Windows server and PC environment will serve as an added advantage. ♦ A valid Code EB / B driver's licence.

Key performance areas: ♦ Handle Data Centre operations. ♦ Have in-depth technical understanding and hands-on experience on Microsoft Domain, Storage Area Network, Virtualisation, Backup Restore, LAN / WAN technologies along with exposure to Unix and database environments. ♦ Ensure maximum availability of application systems. ♦ Manage the acquisition, installation and maintenance of IT Infrastructure including servers, desktops, laptops, IT security and software according to set standards. ♦ Analysing, streamlining and automating of business process. ♦ Ensure adequate support is provided as well as assisting in the design and implementation of systems, servers, security and IT best practices policies.

Closing date: 14 April 2012

Please note:

1. Fraudulent qualifications, information or documents will disqualify any applicant.
2. Canvassing is prohibited and will disqualify any applicant.
3. Faxes and e-mails are not acceptable.

Application with comprehensive CVs 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.

Enquiries: Mr. L.J. Ralebenya (Director Corporate Services) at Tel. No. 058-913 8315

MR. T.M. MOREMI - ACTING MUNICIPAL MANAGER