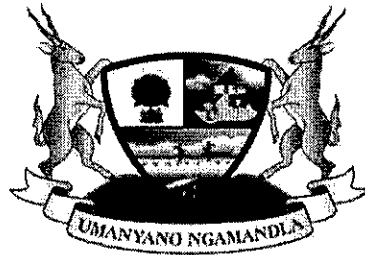


Mbizana Local Municipality

Physical Address
51 Winnie Madikizela
Mandela Street
Postal Address
P O Box 12
Bizana



Office of the Municipal
Manager
Tel: 039 251 0230
Fax: 039 251 0917
lmahlaka@mbizana.org.za

RE-ADVERTISEMENT

Applicants are hereby invited from suitable qualified individuals to fill the vacant position indicated below:-

- | | |
|-------------------|---|
| 1. POST | : MANAGER: PROJECT MANAGEMENT UNIT |
| TASK GRADE | : 16 |
| DEPARTMENT | : ENGINEERING SERVICES |
| DURATION | : PERMANENT |
| SALARY | : R457 572.00 Basic Salary per Annum |

MINIMUM REQUIREMENTS

- ✓ Grade 12 or Matric Certificate;
- ✓ National Diploma in Civil / ND Building / ND Quantity Survey
- ✓ 4-5 years in Project Management and considerable management experience in the Civil Engineering and or related field;
- ✓ Computer Literacy in MS Software packages viz. Word, Excel, Projects etc;
- ✓ Valid Code B Driver's Licence;
- ✓ Good communication and presentation skills, and
- ✓ Registration with the Engineering Council of South Africa (ECSA) will be an added advantage.

KEY PERFORMANCE AREAS:

- ✓ Integrating, coordinating , project managing and financially administering the MIG in the area of jurisdiction;
- ✓ Ensuring project compliance with all applicable legislation, policies and conditions applicable to MIG;
- ✓ Conducting project performance and cash flow reviews;
- ✓ Liaising with the Provincial and the Senior MIG Manager as well as other line function departments through formal regular evaluation/progress meetings and on an ad hoc basis;



- ✓ Submitting monthly, quarterly, bi-annual, annual and ad hoc reports to COGTA as determined in applicable legislation or as required by the National MIG Unit;
- ✓ Managing the PMU team and their respective outputs;
- ✓ Render technical support and evaluate proposed projects in alignment with the respective Municipal IDP;
- ✓ Ensure project management of the labour intensive projects that are in line with Expanded Public Works Programme framework in relation to reporting requirements as per MIG guidelines;
- ✓ Conduct site visits/meetings to ensure compliance with the business plan conditions as per MIG guidelines and
- ✓ Any other duties may be assigned by the Supervisor.

NB: Mbizana Municipality is committed to affirmative action and Employment Equity Act 55 of 1998.

Applicants should submit their applications on the Municipal Application form available on the Municipal website or at the Municipal premises. A comprehensive CV with traceable references, certified copies of certificates, ID and driver's licence must be submitted as part of an applicant's application.

All correspondences should be addressed to: The Senior Manager: Corporate Services, Mbizana Local Municipality, P.O. Box 12, Bizana, 4800 or be submitted to the HR Offices during office hours. For more information please contact: Mr Z.S. Jojimali on 039-251 0230 during office hours. Closing date: 15 APRIL 2019 @ 12pm.

Notice: This is a re-advert. All those who have applied before need not to apply again.

CANVASSING OF COUNCILLORS AND OR OFFICIALS WILL DISQUALIFY YOUR APPLICATION, THE MUNICIPALITY RESERVES THE RIGHT NOT TO FILL THESE POSTS.

No faxed or emailed applications will be accepted, applicants who have not been contacted within 30 days after the closing date should know that their applications have been unsuccessful.


Mr L. Mahlaka
MUNICIPAL MANAGER