



**ADVERTISEMENT**  
**TECHNICAL SERVICES DIRECTORATE**  
**FIVE (5) YEAR FIXED TERM CONTRACT**  
**REGISTERED PROFESSIONAL CIVIL ENGINEER**  
**NOTICE NUMBER: 119/2018**  
**TASK 17 OF A CATEGORY 2 LOCAL AUTHORITY**  
**RENUMERATION: R 703 038 – R 897 712 per annum**

Applications are hereby invited from all suitably qualified candidates for the above position. The person appointed to this position will be responsible for planning, implementation and reporting on the Project Management Unit (PMU) functions relating to Municipal Infrastructure Grant (MIG) projects and other Capital Programmes.

**ESSENTIAL REQUIREMENTS**

- Grade 12 plus B Eng / BSc in Civil Engineering;
- Registration with ECSA as a Pr. Eng; Membership of SAICE or CESA; and must be registered with the South African Council for Project and Construction Management Professions (SACPCMP);
- Five (5) years demonstrated experience in civil engineering of which at least 3 should be at senior engineer level;
- Must be computer literate in word, excel, MS Project and CAD;
- Valid Code EB driver license; and
- Experience in a municipal environment will be an added advantage.

## **KEY COMPETENCIES REQUIRED**

- Ability through a proven track record to successfully execute a departmental strategy, plans and projects in line with the objectives of the broader organisation;
- Must have demonstrable knowledge of the Municipal SCM, SANS 10845 and SIPDM requirements;
- Must have the ability to work with consultants and contractors and to monitor them as per their Service Level Agreements;
- Must have demonstrable experience on various construction projects;
- Proven attributes of integrity, honesty, maturity, courtesy, transparency and commitment to ensure progressive democratic and accountable governance that delivers sustainable and efficient services;
- Ability to effectively manage, inspire and encourage people, respect diversity, optimise talent and build and nurture relationships in order to achieve institutional objectives;
- Ability to maintain high quality standards while achieving desired outcomes and results;
- Ability to communicate and negotiate at all levels and with all stakeholders in government, civil society and in corporate; and
- Ability to control and compile project budgets.

## **KEY PERFORMANCE AREAS**

**The Engineer as the person that is** responsible and accountable for the for planning, implementation and reporting on PMU projects **will be required to;**

- Provide inputs into the Technical Services Department's strategic objectives;
- Facilitate proper integration of the Capital Investment Plan (CIP) and Integrated Development Plans (IDP's) with appropriate inputs from various government departments to ensure eligibility and synchronized service delivery;
- Coordinate all project applications by facilitating and supporting compilation and processing of business plans in support of innovation in the provision of infrastructure;
- Take responsibility for the management of the local infrastructure programmes by ensuring that Programmes comply with all applicable legislation, policies and conditions applicable to MIG and the Municipality;

- Provide assistance to the PMU Manager and the Director by operationally monitoring & ensuring that all operational contracts & SLA's are established and signed, and that performance/service delivery occurs as planned;
- Compile required PMU unit management reports by accessing required information and detailing this in the format required, thereby ensuring that required detail is reported on as prescribed;
- Check to ensure that all civil specifications are correctly formulated by assisting user departments;
- Facilitate staff development and skills transfer to all PMU members through the provision of training, motivation, explanation and coaching to identified parties in an effort to ensure that they are skilled appropriately as a result;
- Provides inputs into the compilation of the draft capital budget and adjustment budget for the PMU section;
- Liaises with the PMU Manager and Director in order to establish a feasible Long-Term Capital Investment Plan in terms of the IDP and SIPDM;
- Verifies the correctness of all payment certificates, before submission to SCM by conducting on-site visits in order to ensure correctness and accuracy of captured service delivery;
- Attend site meetings and ensure quality control;
- Ensuring compliance and reporting to the various funders in terms of progress/status; and
- Ensuring that all projects are unbundled.

The incumbent has the option of structuring his/her package to include benefits such as the Medical Aid, Pension, and 13<sup>th</sup> Cheque.

**The closing date for submission of applications is 03 AUGUST 2018 and no late, emailed and faxed applications will be accepted. Application packs must reach us by 12noon.**

**Please note:**

Any individual who wishes to apply for this position **must** complete and submit the Senqu Local Municipality application form obtainable from our website [www.senqu.gov.za](http://www.senqu.gov.za), together with a comprehensive Curriculum Vitae, certified copies of qualifications, ID and drivers licence. An application pack which contains all the above mentioned documents must be submitted to the under mentioned address.

This council subscribes to the policies of Affirmative Action and Employment Equity and appointment will be made with these policy considerations.

Appointment will be subject to appropriate credit checks, reference and qualification checks in line with Council policy.

Canvassing and/or lobbying of councillors and officials will not be accepted and non-compliance thereof shall immediately disqualify an applicant.

Should you not receive communication from us within thirty (30) days after the closing date of this advertisement, please consider your application to be unsuccessful.

Successful candidates will be expected to sign a Performance Agreement and to disclose financial interests.

Please note that Council reserves the right not to fill the position.

**All enquiries should be directed to the HR, LR and Legal Services Manager, Ms Z Koyana on - telephone 051 603 1300/2313 during working hours.**

**MR M.M YAWA**

**MUNICIPAL MANAGER**

**SENQU MUNICIPALITY**

**19 Murray Street**

**Private Bag X 03  
Lady Grey  
9755**

File no 4/3/2/1/5