



Die Munisipaliteit bedien die dorpe Ashton, Robertson, Montagu, Bonnievale en McGregor in die skilderagtige Breëriviervallei/Klein Karoogebied, waar mense nog na aan die natuur leef. Aansoeke word hiermee ingewag van persone wat oor die nodige kwalifikasies en ondervinding beskik vir aanstelling in die onderstaande pos:

KANTOOR VAN DIE MUNISIPALE BESTUURDER

Snr Klerk (Plaaslike Ekonomiese Ontwikkeling)

Kwalifikasies/ Ervaring: St 10/ Graad 12; toepaslike ondervinding in 'n ekonomiese ontwikkelings omgewing sal as aanbeveling dien; Kode EB bestuurderslisensie; Rekenaarvaardig.

Sleutelprestasie gebiede: Reël en prioritiseer die ekonomiese ontwikkelings aktiwiteite; Administreer die investering fasiliterings program; Help met opstel van kontrakte van ontwikkelingsprojekte; Skakel met Nasionale en Provinsiale Departemente mbt reël van werkwinkels; Reël van plaaslike werkwinkels vir opkomende besighede in terme van PEO vereistes; Navorsing doen in terme van beste gebruike en wisselwerking met ander publieke instansies; Administreer toerisme verwante projekte; Liasering funksie en alle administratiewe verwante funksies

Vergoeding: R 76 200 – R 98 928 per jaar asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid.

Sluitingsdatum: 13 April 2012. Aansoeke/CV's (afskrif van ID) met dekbriewe moet gestuur word na Ashton Kantoor by **Posadres:** Privaatsak X2, Ashton, 6715; **E-pos:** tcarstens@langeberg.gov.za; **Faks:** (023) 615 1563. Verdere inligting is beskikbaar by die Bestuurder: Menslike Hulpbronne by Ashton Kantoor, Tel (023) 615 8035 tydens normale kantoorure.

NB: Gunswerwing by Raadslede of enige lid van die Aanstellingskomitee sal aansoekers onmiddellik diskwalifiseer. Die Munisipaliteit is gebonde aan die beginsels van regstellende optrede soos uiteengesit in sy Diensbillikheidsplan. Aansoekers wat teen 31 Mei 2012 nog geen terugvoer gekry het nie, moet aanvaar dat hulle aansoeke nie geslaag het nie. CV's sal nie terugbesorg word nie. Die Munisipaliteit behou die reg voor om geen aanstelling te maak nie. Alle suksesvolle kandidate se aanstellings is onderhewig aan die verifikasie van kwalifikasies en kriminele rekords.

SA MOKWENI
Municipal Manager
Municipal Offices
Private Bag X2
ASHTON 6715

The Municipality serves the towns Ashton, Robertson, Montagu, Bonnievale and McGregor in the picturesque Breede River Valley/Klein Karoo area, where people still live close to nature. Applications are hereby invited from persons with the necessary qualifications and experience for appointment in the following position:

OFFICE OF THE MUNICIPAL MANAGER

Snr Clerk (Local Economic Development)

Qualifications/ Experience: Std 10/ Grade 12; Appropriate experience in an economic development environment will serve as recommendation; Code EB driver's license; Computer literate

Key Performance Areas: Organise and prioritize the economic development activities; Administrate the investment facilitation programme; Assist with the compiling of contracts of Economic Development projects; Liaise with National and Provincial Government Departments regarding arranging of workshops; Organising of Local workshops for emerging businesses in terms of LED requirements; Execute research on best practices and interact with other public sector institutions; Administer tourism related projects; Filing function and all administrative related tasks

Remuneration: R 76 200 – R 98 928 per annum and normal benefits as applicable to a Local Authority.

Closing date: 13 April 2012. Applications / CV's (Copy of ID) with covering letters must be submitted to the Municipal Manager at **Postal Address:** Private Bag X2, Ashton, 6715; **E-mail:** tcarstens@langeberg.gov.za; **Fax:** (023) 615 1563. Further information is available from the Manager: Human Resources at Tel (023) 615 8035 during normal office hours.

NB: Canvassing of Council members or any member of the Appointment Committee will immediately disqualify applicants. The Municipality is bound by the principles of affirmative action as set out in its Employment Equity Plan. Applicants that have not received any feedback by 31 May 2012 must accept that their applications were unsuccessful. CV's will not be returned. The Municipality have the right not to make an appointment. All successful candidates' appointments are subject to verification of qualifications and criminal records.

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