

Die Langeberg Munisipaliteit (Wes Kaap Provinsie) 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 poste:

KANTOOR VAN DIE MUNISIPALE BESTUURDER

Hoof Uitvoerende Ouditeur

Kwalifikasies/ Ervaring:	Nasionale Diploma of B Graad in Oudit; Opgelei as 'n interne ouditeur deur die voltooiing van 3 jaar se leerserskap; Registrasie by die Instituut van Interne Ouditore as 'n Gesertifiseerde Interne Ouditeur (CIA); 6 jaar relevante ondervinding; Kode B Bestuurderslisensie; Rekenaar geletterd; Vlot in twee van die drie amptelike tale van die Wes Kaap; Bestuursvaardighede; Goeie Interpersoonlike – en kommunikasievaardighede; Die vermoë om onafhanklik te werk; Professionele vermoëns en kwaliteite van sterk karakter; Dit sal ook van die suksesvolle kandidaat verwag word om te voldoen aan die Munisipale Regulasies se Minimum Bevoegdheids vlakke.
Sleutelprestasie gebiede:	Verantwoordelik vir die bestuur van die personeel in die Interne Oudit afdeling; Ontwikkel 'n doeltreffende professionele verhouding met die Ouditkomitee en voorsien 'n sekretariële funksie aan die Ouditkomitee; Koördineer spesifieke prosesse om die formulering van en uitrol van 3 jaar strategiese oudit plan te ondersteun; Monitor die nakoming en onderneem ondersoek om te bepaal wat die mate van variasie of nie-ooreenstemming aan statutêre vereistes, beleide en prosedures is; Adviseer direkteure/bestuurders oor die ontwerp en implementering van kostebesparende beheerstelsels; Verantwoordelik om te verseker dat risiko's geïdentifiseer en bestuur word.
Vergoeding:	R 393 708 – R 511 032 per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid. Deelname aan die perk vervoerskema.
Navrae met betrekking tot pos:	Skakel Mnr AWJ Everson, Waarnemende Munisipale Bestuurder, by 023 615 8007

DIREKTORAAT KORPORATIEWE DIENSTE

Gemeenskap Skakel Werker (“CLW”)

Kwalifikasies/ Ervaring:	Graad 12; Ervaring van werk met gemeenskappe; Opleiding in Gemeenskapsontwikkeling sal as aanbeveling dien; 1 jaar ervaring; Kode B bestuurderslisensie
Sleutelprestasie gebiede:	Assisteer met wykskomitee aktiwiteite en gemeenskapsvergaderings; Assisteer tydens wykskomitees verkiesings en beplanning; Kommunikeer van munisipale- en regerings projekte na gemeenskappe; Ko-ordineer van vrywillige spanne vir gemeenskapswerk; Assisteer gemeenskappe met die inhandiging en ontwikkeling van voorstelle vir insluiting in die GOP en ander regerings planne; Gemeenskappe inlig mbt probleme met dienslewering; Assisteer komitees met die voltooiing

van kwotasies en tender dokumente; Assisteer met implementering van gemeenskapsprojekte; Monitoring en terugrapportering van gemeenskapsprojekte

Vergoeding: R 115 836 – R 122 268 per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid

Navrae met betrekking tot pos: **Skakel Mnr JCJ Coetzee, Bestuurder: Regering Ondersteuning, by 023 615 2219**

Algemene Assistent: Skoonmaker / Teemaker – McGregor kantore

Kwalifikasies/ Ervaring: Graad 10, 6 weke ondervinding

Sleutelprestasie gebiede: Uitvoering van skoonmaakdienste deur kantore, toilette en konferensiekamers skoon te maak; Lewering van koffie en tee diens

Vergoeding: R 97 704 – R 115 368 per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid

Navrae met betrekking tot pos: **Skakel Mev S Kotze, Bestuurder: Administratiewe Ondersteuning, by 023 615 8019**

DIREKTORAAT FINANSIËLE DIENSTE

Meterleser

Kwalifikasies/ Ervaring: Graad 12

Sleutelprestasie gebiede: Neem en aantekening van water- en elektrisiteitlesings in die Langeberg Munisipale gebied; Lees van meters vir aan-/afsluitings; Rapporteer beskadigde meters asook meters met water lekkasies.

Vergoeding: R 100 080 – R 126 192 per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid

Navrae met betrekking tot pos: **Skakel Mnr ZS Qhanqisa, Bestuurder: Inkomste Dienste, by 023 615 8042**

Internskap: Finansiële Bestuur

Die Langeberg Munisipaliteit nooi tans persone uit wat onlangs 'n toepaslike kwalifikasie verwerf het en praktiese ondervinding wil opdoen in die finansiële bestuur van 'n plaaslike owerheid om aansoek te doen om bogenoemde.

Kwalifikasies/ Ervaring: Graad 12 en 'n toepaslike 3 jaar tersiêre kwalifikasie met Finansiële Bestuur, Bestuursrekeningkunde, Plaaslike Owerheidsfinansies of Finansiële Rekeningkunde as hoofvak in die finale jaar

Status: 2 Jaar kontrakaanstelling

Vergoeding: R 109 968 – R 142 068 per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid

Navrae met betrekking tot pos: **Skakel Mnr M Shude, Direkteur: Finansiële Dienste (HFB), by 023 615 8031**

DIREKTORAAT INGENIEURSDIENSTE

Bestuurder: Elektriese Ingenieursdienste

Kwalifikasies/ Ervaring: B Graad in Elektriese Ingenieurswese of gelykwaardig; Kode EB bestuurderslisensie; Vyf jaar toepaslike ondervinding op bestuursvlak in 'n elektriese afdeling; Geregistreerd by die Ingenieursraad van Suid Afrika; Dit sal ook van die suksesvolle kandidaat verwag word om te

voldoen aan die Munisipale Regulasies se Minimum Bevoegdheidsvlakke; Rekenaargeletterd; Kennis van relevante wetgewing; Deeglike kommunikasievaardighede; Sterk administratiewe organisasie, analitiese en probleemoplossingsvaardighede; Goeie interpersoonlike verhoudinge; Verslagskryf en voorleggingsvaardighede

Sleutelprestasie gebiede: Bestuur en kontrolering van afdeling; Bestuur van departement se begroting; Verseker voertuigbeheer; Voorsien administratiewe funksie; Bestuur van Personeel; Kommunikeer en skakeling met verskillende departemente; Bestuur en toesighouding van kapitaal projekte; Monitor kontrakprestasiebestuur; Verslagdoening aan betrokke Direkteur

Vergoeding: R 393 708 – R 511 032 per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid. Deelname aan perk vervoerskema

Navrae met betrekking tot pos: **Skakel Mnr M Johnson, Direkteur: Ingenieursdienste, by 023 626 8248**

Boubeheerbeampte (Heradvertering)

Kwalifikasies/ Ervaring: Graad 12 plus drie jaar tersiêre opleiding in die volgende dissiplines in terme van die SABS 10400, Regulasie A16. (a) Siviele Ingenieurswese (b) Struktuur Ingenieurswese (c) Argitektuur (d) Boubestuur (e) Bouwetenskap (f) Bouopmeting; Deeglike kennis van SANS 10400 en kennis Grondgebruik beplanning; Wetstoepassings Sertifikaat; Kode B bestuurderslisensie; 8 jaar toepaslike ervaring, verkieslik in 'n Plaaslike Owerheid; Rekenaargeletterd

Sleutelprestasie gebiede: Bestuur van personeel; Bestuur wetstoepassing op bou aktiwiteite; Onderneem bou inspeksies; Bywoning van vergaderings; Ondersoeking van bouplanne; Kommunikeer met publiek dmv telefoon oproepe, korrespondensie of persoonlike besoeke; Uitvoering van administratiewe prosesse; Hanteer interne en eksterne korrespondensie

Vergoeding: R 310 608 – R 403 176 per jaar asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid. Deelname aan essensiële vervoerskema

Persone wat met vorige advertensie aansoek gedoen het, moet nie weer aansoek doen nie aangesien die aansoeke ook oorweeg sal word.

Navrae met betrekking tot pos: **Skakel Mnr JV Brand, Bestuurder: Stadsbeplanning, by 023 614 8003**

Superintendent: Werke (Heradvertering)

Kwalifikasies/ Ervaring: Graad 12/ N3, Nasionale Diploma in Siviele Ingenieurswese kan dien as aanbeveling; 5 jaar toepaslike ervaring in die instandhouding van strate, stormwater, water- en rioolnetwerke; Bedryf van water- en rioolaanlegte en kennis van siviele konstruksiewerke; Kode B bestuurderslisensie; Persoon moet bereid wees om bystanddienste te verrig en na-ure te werk; Goeie kommunikasie-, organiserings-, beplannings- en bestuursvaardighede; Rekenaargeletterd

Sleutelprestasie gebiede: Verantwoordelik vir die bestuur en toesighouding van personeel onder u beheer; Verantwoordelik vir die bestuur en toesighouding van werksaamhede by die water & rioolwerke en netwerke; Verantwoordelik vir die bestuur en toesighouding van werksaamhede by die paaie en stormwater afdeling; Onderneem van inspeksies en ondersoek instel na klagtes van die publiek; Verantwoordelik vir alle administratiewe funksies binne u afdeling; Verantwoordelik vir toepassing van dissiplinêre prosesse

Vergoeding: R 263 088 – R 341 508 per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid

Navrae met betrekking tot pos: Skakel Mnr M Johnson, Direkteur: Ingenieursdienste by 023 626 8248

Bouinspekteurs

Kwalifikasies/ Ervaring: Graad 12 plus 'n 3 jaar toepaslike kwalifikasie; 3 jaar toepaslike ondervinding verkieslik by 'n Plaaslike Owerheid; Kode B bestuurderslisensie; Deeglike kennis van die Nasionale Bouregulasies en werkbare begrip van die Wes-Kaapse Wet op Grondgebruikbeplanning 2014, Rekenaargeletterd

Sleutelprestasie gebiede: Alle bouaktiwiteite binne die Munisipale area te kontroleer en die toepassing van die Nasionale Bouregulasies, Soneringskema Regulasies en toepaslike munisipale verordeninge; Aanbevelings ten opsigte van bouplan aansoeke te maak in term van die Nasionale Bouregulasies; Bywoon van vergaderings; Publiek by te staan ten opsigte van bouaktiwiteit navrae; Rekordhouding van aktiwiteite; Veilige bewaring van bouplanne; Beheer en monitering van onwettige bouwerk

Vergoeding: R 222 876 – R 289 272 per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid

Navrae met betrekking tot pos: Skakel Mnr JV Brand, Bestuurder: Stadsbeplanning, by 023 614 8003

Snr Toesighouer: Paaie & Stormwater

Kwalifikasies/ Ervaring: Graad 12; Kode C1 bestuurderslisensie; 2 jaar toepaslike ondervinding

Sleutelprestasie gebiede: Oorsig toepas vir die onderhoud van stormwater infrastruktuur, Oorsig toepas vir onderhoud van paaie infrastruktuur, Oorsig toepas vir konstruksiewerk en gebouwerk; Verantwoordelik vir onderhoud van voertuig; Vervoer van personeel en goedere; Toesighouding van personeel onder u beheer; Verrig van administratiewe funksies, Verantwoordelik van veiligheid

Vergoeding: R 175 824 – R 228 228 per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid

Navrae met betrekking tot pos: Skakel Mnr M Johnson, Direkteur: Ingenieursdienste, by 023 626 8248

Proses Kontroleerders: Riool

Kwalifikasies/ Ervaring: Graad 12; Water & Riool Proseskontrole (NQF3) sal as aanbeveling dien; Moet bereid wees om skofte in nag en oor naweke te verrig; 1 jaar toepaslike ondervinding.

Sleutelprestasie gebiede: Beheer die hoof-rioolvloei kanaal; Hou toesig oor die funksionering van die vloeimeter; Hou toesig oor die funksionering van die besinkingstenk, verkeertenk en biologiese filters; Hou toesig oor die funksionering van die besproeiingspomp; Verrig administratiewe funksies; Akkurate rekordhouding doen; Rapportering van alle tekortkominge by die rioolwerke aan die toesighouer

Vergoeding: R 126 156 – R 167 676 per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid

Navrae met betrekking tot pos: Skakel Mnr M Johnson, Direkteur: Ingenieursdienste, by 023 626 8248

Proses Kontroleerder: Water

Kwalifikasies/ Ervaring:	Graad 12; Water & Rioolwater Proseskontrole (NQF3) sal as aanbeveling dien; Moet bereid wees om skofte in nag en oor naweke te verrig; 1 jaar toepaslike ondervinding.
Sleutelprestasie gebiede:	Verantwoordelik vir die koppeling van chloor silinders, terugspoel van silinders, onderhoud op tenke en kanale; Rapportering van in- en uitvloeï van damvlakke; Doen chemiese toetsing; Diagramme en statistieke byhou; Administratiewe funksies verrig; Verseker dat die watersuiweringswerke te alle tye skoon en netjies vertoon.
Vergoeding:	R 126 156 - R 167 676 per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid
Navrae met betrekking tot pos:	Skakel Mnr M Johnson, Direkteur: Ingenieursdienste, by 023 626 8248

DIREKTORAAT GEMEENSKAPSDIENSTE

Bestuurder: Behuising Administrasie

Kwalifikasies/ Ervaring:	Toepaslike Nasionale Diploma / B Graad; 5 jaar toepaslike ervaring; Projekbestuurervaring; Rekenaarvaardig; Deeglike kennis van Behuisingwet en Behuisingkodes; Kode B bestuurderslisensie; Deeglike kommunikasievaardighede; Sterk administratiewe, organisasie-, analitiese- en probleemoplossingvaardighede; Goeie interpersoonlike verhoudinge; Verslagskryf en voorleggingsvaardighede; Goeie bestuursvaardighede; Dit sal ook van die suksesvolle kandidaat verwag word om te voldoen aan die Munisipale Regulasies se Minimum Bevoegdheidsvlakke
Sleutelprestasie gebiede:	Beheer van personeel en evalueer prestasiebestuur in u departement; Opstel van departement se begroting; Voorsien Projekbestuurfunksie; Publieke deelname prosesse uitvoer; Administratiewe funksies verrig; Besigheidsplanne vir behuisingdoeleindes daarstel; Verseker dat die publiek, huiseienaars, huurders en deelnemers aan 'n projek goed ingelig is; Kontrolering van onwettige plakkers en terminering van onwettige besetting van munisipale wonings; Verseker dat wettige plakkers toegang tot basiese dienste het; Bevorder en monitering van huiseienaarskap.
Vergoeding:	R 393 708 – R 511 032 per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid. Deelname aan die perk vervoerskema
Navrae met betrekking tot pos:	Skakel Mnr M Mgajo, Direkteur: Gemeenskapsdienste, by 023 626 8200

Toesighouer: Parke (Heradvertering)

Kwalifikasies/ Ervaring:	Graad 12; Kode B bestuurslisensie; Moet oor 5 jaar tuinboukundige, toesighoudende en administratiewe vaardighede beskik; Goeie mense verhoudinge
Sleutelprestasie gebiede:	Toesighouding en leiding van ondergeskiktes; Toepassing van dissiplinêre kode; Verrig van administratiewe funksies; Beheer van voertuie en toerusting; Toesighouding oor skoonmaak en instandhouding van parke en tuine; Toesighouding oor besproeiing van landskap areas en sportvelde; Hanteer navrae en klagtes van publiek
Vergoeding:	R 156 216 – R 202 716 per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid

Navrae met betrekking tot pos: Skakel Me M Hucklesby, Assistent Bestuurder: Parke & Geriewe, by 023 626 8242

Sluitingsdatum: 3 November 2020 om 12:00. Aansoeke (Aansoekvorm, CV, kwalifikasies, getuigskrift(e), ID en Bestuurslisensie) met dekbrieff 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 Maart 2021 nog geen terugvoer ontvang het nie, moet aanvaar dat hulle aansoeke nie geslaag het nie. CV's sal nie terugbesorg word nie. Geen aansoek sal oorweeg word as 'n aansoekvorm nie voltooi is nie. Die aansoekvorm is op die webwerf (www.langeberg.gov.za) en by alle munisipale kantore beskikbaar. Die Munisipaliteit behou die reg voor om geen aanstelling te maak nie. Geen laat aansoeke sal aanvaar word nie. Alle suksesvolle kandidate se aanstellings is onderhewig aan die verifikasie van kwalifikasies en kriminele rekords.

AWJ Everson
Waarnemende Munisipale Bestuurder
Munisipale kantore
Privaatsak X2
ASHTON 6715

The Langeberg Municipality (Western Cape Province) 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 positions:

OFFICE OF THE MUNICIPAL MANAGER

Chief Audit Executive

Qualifications/ Experience:	National Diploma or Degree in Auditing; Trained as an internal auditor by completing 3 years articles; Registration with the Institute of Internal Auditors as a Certified Internal Auditor (CIA); 6 years relevant experience; Code B driver's license; Computer literate; Fluent in two of the three official languages of the Western Cape; Managerial skills; Good interpersonal and communication skills; Be able to work independently; Professional ability and qualities of good character It will be expected from the successful candidate to adhere to the Municipal Regulations on Minimum Competency levels
Key Performance Areas:	Responsible to manage the personnel in the Internal audit section; Develop an effective and professional relationship with the Audit committee and provide a secretarial function to the Audit committee; Coordinating specific processes to support the formulation of and rolling out of 3 year strategic audit plan; Monitoring compliance and conducting investigations to determine the extent of variation or non-conformance to statutory requirements, policies and procedures; Advise directors/managers on designing and implementing cost effective control systems; Responsible to ensure that risks are appropriately identified and managed.
Remuneration:	R 393 708 – R 511 032 per annum and normal benefits as applicable to Local Authority. Participation in the perk vehicle scheme
Enquiries regarding post:	Contact Mr AWJ Everson, Acting Municipal Manager, at 023 615 8007

DIRECTORATE CORPORATE SERVICES

Community Liaison Worker (CLW)

Qualifications/ Experience:	Grade 12; Experience in working with communities; Training in Community Development will serve as a recommendation; 1 year experience; Code B driver's licence
Key Performance Areas:	Assistance to ward committees activities and community meetings; Assistance to ward committee elections and planning; Communicate municipal and government projects to communities; Co-ordinate teams of volunteers for community projects; Assistance to communities to submit and develop proposals for inclusion in the IDP and other government plans; Inform communities of problems with service delivery; Assistance to committees with the completion of quotations

and tender documents; Assistance with the implementation of community projects; Monitoring and report back on community projects.

Remuneration: R 115 836 – R 122 268 per annum and normal benefits as applicable to Local Authority

Enquiries regarding post: Contact Mr JCJ Coetzee, Manager: Governance Support, at 023 615 2219

General Assistant: Cleaner / Teamaker – McGregor offices

Qualifications/ Experience: Grade 10, 6 weeks experience
Key Performance Areas: Execute a cleaning service by cleaning offices, toilets and conference rooms; Render a tea and coffee service

Remuneration: R 97 704 – R 115 368 per annum and normal benefits as applicable to a Local Authority

Enquiries regarding post: Contact Mrs S Kotze, Manager: Administrative Support, at 023 615 8019

DIRECTORATE FINANCIAL SERVICES

Meter Reader

Qualifications/ Experience: Grade 12
Key Performance Areas: Taking and recording of water- and electricity readings in the Langeberg Municipal area; Read meters for connections/disconnections; Report damaged meters and meters with water leakages

Remuneration: R 100 080 – R 126 192 per annum and normal benefits as applicable to a Local Authority

Enquiries regarding post: Contact Mr ZS Qhanqisa, Manager: Income Services at 023 615 8042

Internship: Financial Management

The Langeberg Municipality is currently inviting people that have completed appropriate studies and wants to gain practical experience in financial management of a Local Authority to apply for the above-mentioned posts.

Qualifications/ Experience: Grade 12 and an appropriate 3 year tertiary qualification with Financial Management, Management Accounting, Local Government Finance or Financial Accounting as main subject in final year

Status: 2 year contract appointment

Remuneration: R 109 968 – R 142 068 per annum and normal benefits as applicable to a Local Authority

Enquiries regarding post: Contact Mr M Shude, Director: Financial Services (CFO), at 023 615 8031

DIRECTORATE ENGINEERING SERVICES

Manager: Electrical Engineering Services

Qualifications/ Experience: B Degree in Electrical Engineering or equivalent; Code B driver's licence; Five years appropriate experience in electrical engineering on management level; Registered at the Engineering Council of South Africa; It will be expected from the successful candidate to adhere to the Municipal Regulations on Minimum Competency levels; Computer

literate; Knowledge of relevant legislation; Thorough communication skills; Strong administrative organizational, analytical and problem solving skills; Good interpersonal relations; Report writing and submission skills

Key Performance Areas: Manage and controlling of section; Manage the department's budget; Ensure Vehicle control; Provides an Administration function; Manage Personell; Communicate with and liaise with the different departments; Manage and supervise capital projects; Monitor contract performance; Reporting to relevant Director

Remuneration: R 393 708 – R 511 032 per annum and normal benefits as applicable to a Local Authority. Participation in perk vehicle scheme

Enquiries regarding post: **Contact Mr M Johnson, Director: Engineering Services, at 023 626 8248**

Building Control Officer (Re-advertisement)

Qualifications/ Experience: Grade 12 plus three years tertiary training in the following disciplines in terms of SABS 10400, Regulation A16. (a) Civil Engineering (b) Structure Engineering (c) Architecture (d) Building Management (e) Building Science (f) Building Surveying; Thorough knowledge of SANS10400 and knowledge of Land use planning; Law Enforcement Certificate; Code B driver's licence; 8 years appropriate experience, preferable in a Local Authority; Computer literate

Key Performance Areas: Manages staff; Manages law enforcement on building activities; Undertakes building inspections; Attend meetings; Scrutinizes building plans; Liaises with public by means of telephone calls, correspondence or personal visits; Executes administrative processes; Handles internal and external correspondence

Persons that applied on the previous advertisement, must not applied again due to the fact that the applications will be considered

Remuneration: R 310 608 – R 403 176 per annum and normal benefits as applicable to a Local Authority. Participation in essential vehicle scheme

Enquiries regarding post: **Contact Mr JV Brand, Manager: Town Planning, at 023 614 8003**

Superintendent: Works (Re-advertisement)

Qualifications/ Experience: Grade 12/ N3 plus National Diploma in Civil Engineering will serve as recommendation; 5 years appropriate experience in the maintenance of streets, stormwater, water- and sewerage networks; Practice of water- and sewerage works and knowledge of civil construction works; Code B driver's licence; Person must be able to do standby duties and working after hours; Good communication-; organizing-; planning-, and management skills.

Key Performance Areas: Responsible for the management and supervision of personnel under your control; Responsible for the management and supervision of activities at the water and sewerage networks; Responsible for the management and supervision of activities at the roads and stormwater section; Undertake inspections and investigate complaints from the public; Responsible for administrative functions within the section

Remuneration: R 263 088 – R 341 508 per annum and normal benefits as applicable to a Local Authority

Enquiries regarding post: **Contact Mr M Johnson, Director: Engineering Services at 023 626 8248**

Building Inspectors

Qualifications/ Experience: Grade 12 with 3 years appropriate qualification; 3 years appropriate experience preferable at a Local Authority; Code B driver's licence; Thorough knowledge of the National Building Regulations and workable knowledge of the Western Cape Land Use Planning Act, 2014; Computer literate

Key Performance Areas: To control all building activities within the Municipal area and to apply the National Building Regulations, Zoning Scheme Regulations and applicable municipal by-laws; To make recommendations regarding building plans in accordance with the National Building Regulations; Attend meetings; To assist with public enquiries relating to building control and building activities; Record keeping of all activities; Safekeeping of building plans; Control and monitoring of illegal building activities

Remuneration: R 222 876 – R 289 272 per annum and normal benefits as applicable to a Local Authority

Enquiries regarding post: **Contact Mr JV Brand, Manager: Town Planning, at 023 614 8003**

Snr Supervisor: Roads & Stormwater

Qualifications/ Experience: Grade 12; Code C1 driver's licence; 2 years appropriate experience

Key Performance Areas: Oversee maintenance of stormwater infrastructure; Oversee maintenance of road infrastructure, Oversee construction work and building work; Responsible for maintenance of vehicle; Transport of personnel and goods; Supervision of personnel under your control; Execute administrative functions; Responsible for safety

Remuneration: R 175 824 – R 228 228 per annum and normal benefits as applicable to a Local Authority

Enquiries regarding post: **Contact Mr M Johnson, Director: Engineering Services, at 023 626 8248**

Process Controllers: Sewerage

Qualifications/ Experience: Grade 12; Water & Wastewater Process Control (NQF3) will serve as recommendation; Must be able to work shifts during the night and over weekends; 1 year applicable experience.

Key Performance Areas: Control the main sewer inflow canal; Oversee the functioning of the inflow recorder; Oversee the functioning of the settling tanks, sludge tanks and biological filters; Oversee the functioning of irrigation water pumps; Execute administrative functions; Do accurate record keeping; Report all shortcomings at the plant to the supervisor.

Remuneration: R 126 156 – R 167 676 per annum and normal benefits as applicable to a Local Authority

Enquiries regarding post: **Contact Mr M Johnson, Director: Engineering Services, at 023 626 8248**

Process Controller: Water

Qualifications/ Experience: Grade 12; Water & Wastewater Process Control (NQF3) will serve as recommendation; Must be able to work shifts during the night and over weekends; 1 year applicable experience.

Key Performance Areas: Responsible for the coupling of chlorine cylinders, backwash of filters, maintenance on tanks and canals; Reporting on in- and outflow of dam levels; Do chemical testing; Keeping diagrams and statistics; Do administrative functions; Ensure that the waterworks are neat and clean at all times.

Remuneration: R 126 156 - R 167 676 per annum and normal benefits as applicable to a Local Authority
Enquiries regarding post: **Contact Mr M Johnson, Director: Engineering Services, at 023 626 8248**

DIRECTORATE COMMUNITY SERVICES

Manager: Housing Administration

Qualifications/ Experience: Appropriate National Diploma / B Degree; 5 years appropriate experience; Project Management experience; Computer literate; Good knowledge of Housing Law and Housing Codes; Code B driver's license; Thorough communication skills; Strong administrative, organizational-, analytical- and problem solving skills; Good interpersonal relations; Report writing and submission skills; Good management skills; It will be expected from the successful candidate to adhere to the Municipal Regulations on Minimum Competency levels

Key Performance Areas: Control personnel and evaluate performance management in your department; Compile budget of department; Provide Project Management function; Executes public participation processes; Executes administration functions; Compile businessplans for housing purposes; Ensure that the public, home owners, tenants and participants in projects be well informed; Prevent illegal squatters and to terminate illegal occupation of municipal houses; Ensure that legal squatters have access to basic services; Promote and monitor house ownership

Remuneration: R 393 708 – R 511 032 per annum and normal benefits as applicable to a Local Authority. Participation in the Perk vehicle scheme of Council

Enquiries regarding post: **Contact Mr M Mgajo, Director: Community Services, at 023 626 8200**

Supervisor: Parks (Re-advertisement)

Qualifications/ Experience: Grade 12; Code B driver's licence; Must have 5 years horticulture, supervision and administrative skills; Good human relations

Key Performance Areas: Supervise and leads subordinates; Apply disciplinary code; Do administration tasks; Control vehicles and equipment; Supervise over cleaning and maintenance of parks and gardens; Supervise irrigation of landscaped areas and sport fields; Handle enquiries and complaints from public

Remuneration: R 156 216 – R 202 716 per annum and normal benefits as applicable to a Local Authority

Enquiries regarding post: **Contact Ms M Hucklesby, Acting Manager: Parks & Amenities, at 023 626 8242**

Closing date: 3 November 2020 at 12:00. Applications (Application form, CV, qualifications, testimonial(s), ID and driver's licence) with covering letter 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 March 2021 must accept that their applications were unsuccessful. CV's will not be returned. No application will be considered if an application form is not completed. The application form is on the website (www.langeberg.gov.za) and at all municipal offices available. The Municipality have the right not to make an appointment. No late

applications will be accepted. All successful candidates' appointments are subject to verification of qualifications and criminal records

AWJ Everson
Acting Municipal Manager
Municipal Offices
Private Bag X2
ASHTON 6715