

**VACANCY VAKATURE**

**HUMAN SETTLEMENTS, PLANNING AND DEVELOPMENT**

**PROJECT COORDINATOR: ECONOMIC DEVELOPMENT**

**WC044PL4391**

**REF: PLT11 01/08/22**

**SALARY SCALE:** **R318 144 – R412 992 per annum T11**

**REQUIREMENTS:**

* National Senior Certificate
* NQF 7 qualification in Economic Development, Entrepreneurship, Development Studies, Public Administration or Management
* Project Management qualification / certificate
* Computer literacy
* 3 years experience in project management / economic development / enterprise development

**COMPETENCIES:**

* Research and Analysis, Public Consultation, Socio-Economic / Socio Political Awareness, Planning and Organising.
* Strategic Planning and Strategy Formulation, Programme and Project Management, Financial Management, Information Products and Reporting, Resilience, Interpersonal Relationships, Communication, Service Delivery Orientation, Client Orientation and Customer Focus,
* Action and outcome orientation, Resilience, Change readiness, Learning orientation, Problem Solving, Accountability and Ethical Conduct
* Impact and influence, Team orientation, Direction setting, Coaching and mentoring, Strategic Capability and Leadership.

**KEY PERFORMANCE AREAS:**

* To coordinate Local Economic Development projects in conjunction with various role players.
* To ensure that the economic growth and development objectives relating to SMME development and entrepreneurship support are achieved.
* To determine and initiate the skills development needs and programs for the establishment of SMME’s.
* To ensure that economic development and growth community projects are identified and motivated to Council for approval.
* To ensure that there is oversight of daily activities within the Economic Development Department.
* To ensure that there is no wasteful, irregular and unauthorised expenditure of public financial resources and that value for money is realised in the execution of all projects.
* To ensure the continuation of community involvement through liaison and interaction with the various stakeholders.
* To ensure that the department has the required capacity and skills to successfully implement projects within allocated timelines.

**ENQUIRIES: MR K HAARHOFF (044 801 9148)**

The George Municipality will consider all applications in terms of its Employment Equity Plan which acknowledges the imperative need to diversify the demographic composition of its workforce, with the emphasis on appointing candidates from the designated/under –represented groups. Canvassing for appointment will lead to automatic disqualification.

If you meet the requirements, forward detailed CV, covering letter with a completed application form obtainable from the HR Office, Civic Centre, York Street, George. Please address your application to: The Manager Human Resources, PO Box 19, George, 6530 or via e-mail: [**recruitment@george.gov.za**](mailto:recruitment@george.gov.za)

Please note: Please attach certified copies of highest educational qualifications or relevant qualifications as per the job requirements. **State clearly on your application the reference number and post for which you are applying.** Your application will be subjected to verification of qualifications as well as credit and criminal record checks.

**Late applications or applications sent via fax will not be accepted.**

If you are not invited for an interview within 3 months of the closing date, please accept that your application was unsuccessful.

**THE GEORGE MUNICIPALITY RESERVES THE RIGHT NOT TO MAKE AN APPOINTMENT**

**CLOSING DATE: 10 SEPTEMBER 2022**



**VACANCY VAKATURE**

**UKUHLALISWA KOLUNTU, UCWANGCISO KUNYE NOPHUHLISO**

**UMQUQUZELELI WEPROJEKTHI: UPHUHLISO LOQOQOSHO**

**WC044PL4391**

**REF: PLT11 01/08/22**

**INQANABA LOMVUZO: R318 144 – R412 992 ngonyaka T11**

**IIMFUNEKO:**

* Isiqinisekiso seMatriki seSizwe
* Isiqinisekiso seNQF 7 kuPhuhliso lwezoQoqosho,Uburhwebi, Izifundo zoPhuhliso, uLawulo loLuNtu okanye uLawulo
* Isiqinisekiso/ isetifikeyithi soLawulo lweProjekthi
* Ulwazi lwekhompyutha
* Iminyaka emi-3 yamava kulawulo lweprojethi/ uphuhliso loqoqosho / uphuhliso lweshishini

**UBUCHULE:**

* UphandonoHlalutyo ukucebisana noLuNtu, ulwazi lweNtlalo noQoqosho / lweNtlalo yezopolitiko,uCwangciso noLungiselelo.
* isiCwangciso sobuChule kunye nokuQulunqwa kobuChule, uLawulo lweNkqubo kunye neProjekthi, uLawulo lwezeMali, iimveliso zoLwazi kunye nokwenza Ingxelo, Ukomelela, Ubudlelwane phakathi kwaBantu, Unxibelelwano, Ukuqhelaniswa noNikezelo lweenkonzo, ukuqhelaniswa nabathengi kunye nokugxila kubathengi,

Ukuziqhelanisa nentshukumo kunye neziphumo, Ukomelela, ukulungela inguqu, uqhelaniso lokufunda, ukusombulula ingxaki, ukuthembeka kunye nokuziphatha okusesikweni

* impembelelo nefuthe, ukuziqhelanisa neqela, umkhomba Ndlela, uqeqesho nokuthantamisa, isakhono sobuchule kunye nobuNkokheli.

**IINDAWO ZOKUSEBENZA EZINGUNDOQO**

* Ukulungelelaniswa kweeprojekthi zoPhuhliso loQoqosho lweNdawo ngokusebenzisana nabathathi-nxaxheba abohlukeneyo.
* Ukuqinisekisa ukuba ukukhula koqoqosho kunye neenjongo zophuhliso ezinxulumene nophuhliso lweeSMME kunye nenkxaso yoburhwebi ziyafezekiswa.
* Ukumisela kunye nokuqalisa iimfuno zophuhliso lwezakhono kunye neenkqubo zokusekwa kweeSMME's.
* Ukuqinisekisa ukuba uphuhliso loqoqosho kunye nokukhula kweeprojekthi zoluNtu luyalathwa kwaye lukhuthazwe kwiBhunga ukuba lwamkelwe.
* Ukuqinisekisa ukuba kukho ukonganyelwa kwemisebenzi yemihla ngemihla Phakathi kwiSebe loPhuhliso loQoqosho.
* Ukuqinisekisa ukuba akukho nkcitho, iyilahleko, ingekho mgaqweni nengagunyaziswanga yezibonelelo zemali yoluNtu kunye nokuba ixabiso lemali liyafezekiswa ekuqhutyweni kwazo zonke iiprojekthi.
* Ukuqinisekisa ukuqhubekeka kokubandakanyeka koluNtu ngonxibelelwano kunye nonxibelelwano nabachaphazelekayo abohlukeneyo.

Ukuqinisekisa ukuba isebe linamandla okwenza umsebenzi nezakhono ezifunekayo zokuphumeza ngempumelelo iiprojekthi phakathi kwexesha elibekiweyo.

**IMIBUZO: MR K HAARHOFF (044 801 9148)**

uMasipala waseGeorge uya kuthathela ingqalelo zonke izicelo ngokweSicwangciso soLungelelwaniso kwiNgqesho esivumayo imfuneko ebalulekileyo yokwenza utshintsho kukwakheka ngokohlanga kwabasebenzi bakhe,kugxininiswa ekuqeshweni kwabagqatswa abavela kumaqela anyuliweyo/angamelwanga ngokwaneleyo. Ukurhwebeshela ingqesho kuya kukhokelela kuthintelo lwesicelo oluzenzekelayo.

Ukuba uyazanelisa iimfuneko,thumela i-CV,incwadi eehamba nesicelo kunye nefomu yesicelo egcwalisiweyo efumaneka kwi-Ofisi yakwaHR,Civic Centre,eYork Street,eGeorge. Nceda thumela isicelo sakho ku: The Manager Human Resources,P O Box 19,George,6530 okanye nge-imeyili; [recruitment@george.gov.za](mailto:recruitment@george.gov.za)

Nceda qaphela: Nceda uqhoboshele iikopi eziqinisekisiweyo zeyona Mfundo iphakamileyo okanye iziqinisekiso ezifanelekileyo ngokweemfuno zomsebenzi. Chaza ngokucacileyo kwisicelo sakho inombolo yereferensi kunye nesithuba owenza isicelo saso. Isicelo sakho siya kuba phantsi kokuqinisekiswa kweziqinisekiso zakho kunye nokuhlolwa kwerekhodi lamatyala nolwaphulo-mthetho

Izicelo ezifike emva kwexesha okanye izicelo ezithunyelwe ngefeksi aziyi kwamkelwa.

Ukuba awumenywanga kudliwano-ndlebe phakathi kweenyanga ezi-3 zomhla wokuvala,nceda wamkele ukuba isicelo sakho asiphumelelanga.

**UMASIPALA WASEGEORGE UGCINE ILUNGELO LOKUNGAQESHI**

**UMHLA WOKUVALA: 10 SEPTEMBER 2022**