

# VACANCY VAKATURE



## DIRECTORATE: HUMAN SETTLEMENTS, PLANNING & DEVELOPMENT AND PROPERTY MANAGEMENT

### ASSISTANT TOWN PLANNER

REF: PLD T11 03/10/22

WC044PLADTTTPD2122

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

#### **REQUIREMENTS:**

- Relevant tertiary qualification preferably a B Degree / National Diploma in Architecture / Urban Design or equivalent Planning Degree
- Working towards registration as a professional planner / architect / urban designer
- Computer literacy (MS Office)
- Ability to communicate in at least two of the three official languages of the Western Cape Province
- Code B driving Licence
- 0-2 years relevant experience

#### **COMPETENCIES:**

- Monitoring and Control, Negotiation, Planning and Organising
- Land Use Management, Information Management, Research, Information Analysis and Policy, Knowledge Management, Public Consultation, Socio-Economic/Socio-Political Awareness and Policy Conceptualisation
- Interpersonal Relationships, Communication, Services Delivery Orientation, Client Orientation and Customer Focus.
- Action Orientated, Resilience, Change Readiness, Learning Orientation, Problem Solving, Accountability and Ethical Conduct
- Impact and Influence, Direction Setting, Team Orientation, Coaching and Mentoring

#### **KEY PERFORMANCE AREAS:**

- To ensure that applications are scrutinized and are submitted with all relevant documentation in accordance with municipal guidelines, planning bylaws and standard operating procedures.
- To under the guidance of the immediate supervisor, ensure that the contents of the land use application reports conform to prescribe legislative requirements, Town Planning Schemes, planning policies and other regulations and laws prior to decisions being taken
- To ensure that all legal requirements attached to the applicable land use planning approvals, and/ all legal and regulatory requirements of the Town planning scheme, spatial plan, policies, guidelines, etc are adhered to.
- To ensure, with the assistance of the immediate supervisor, that advice or opinions on relevant matters is made available and / or communicated through the various mediums and accurately interpreted through the provision of adequate and clear explanation.
- To ensure the functionality is positioned to deliver on strategic developmental planning objectives as well as compliance with the applicable town planning policies and legislation.

#### **ENQUIRIES: MR CLINTON PETERSON / ILANE HUYSER (044 801 9477)**

The Council will consider all applications in terms of their Employment Equity Plan which acknowledges the imperative need to diversify the demographic composition of its workforce, in particular 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 or [www.george.gov.za](http://www.george.gov.za) . 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.

Each post must be on a separate application form. Late applications or applications sent via fax will not be accepted.

If you have not been contacted within 3 months of the closing date, please accept that your application was unsuccessful.

**COUNCIL RESERVES THE RIGHT NOT TO MAKE AN APPOINTMENT**

**CLOSING DATE: 10 NOVEMBER 2022**

# VACANCY VAKATURE



**ICANDELO: UKUHLALA KWABANTU, UCWANGCISO & NOPHUHLISO NOLAWULO LWEPROPATI**

**UMNCEDISI UMCWANGCISO WEDOLOPHU**

**WC0442122**

**IREF: PLD T11 03/10/22**

**UMVUZO: R318 144 - R412 992 ngonyaka T11**

## **IIMFUNO:**

- Isiqinisekiso semfundo ephakamileyo esamkelweyo kukhethwa isidanga se B Degree okanye i Diploma kuCwangciso lweDolophu neNgingqi
- Ukusebenzela ukubhaliswe njengomcwangcisi / umyili wezakhiwo okanye idolophi
- Ulwazi lwekhompyutha (MS Office)
- Ukukwazi ukunxibelelana (ukufunda, ukubhala, ukuthetha) ubuncinane ngeelwimi ezimbini ezisemthethweni zePhondo leNtshona Koloni
- ILayisensi yokuqhuba iKhowudi B
- Iminyaka emi 0-2 yamava oCwangciso lweDolophu

## **UBUCHULE:**

- Ukubek'esweni noLawulo, uthethathethwano, uCwangciso noQuquzelelo
- ULawulo lokuSetyenziswa koMhlaba, uLawulo lweNgcaciso, uPhando, uHlahlelo loLwazi kunye noMgaqo-nkqubo, uLawulo loLwazi, uthethwano noluntu, uLwazi lwezintlalo noQoqosho/lwezoPolitiko kunye neNginga yoMgaqo-nkqubo.
- UBudlelwane phakathi kwabantu, uNxibelelwano, uLwazi lokuNikezelwa kweeNkonzo, uQeqesho kuMxumi kunye nokuGqalisela kuMthengi.
- Ukuqhelaniswa nesenzo, ukuzomelela, ukuLungela uTshintsho, ukuziqhelanisa nokuFundisa, ukuSombulula iiNgxaki, ukuThatha uXanduva kunye nokuziphatha ngokusesikweni.
- Impembelelo nempembelelo, ukuSekwa umkhomba-ndlela, uQeqesho lweQela, uQeqesho kunye neNgcebiso

## **IINDAWO ZOKUSEBENZA EZINGUNDOQO:**

- Ukuqinisekisa ukuba izicelo ziyaphononongwa kwaye zingeniswa nawo onke amaxwebhu afanelekileyo ngokuhambelana nezikhokelo zikamasipala, imithetho kamasipala yocwangciso kunye neenkqubo zokusebenza ezisemgangathweni.
- Phantsi kwesikhokelo somphathi okhawulezileyo, qinisekisa ukuba okubhalwe kwiingxelo zesicelo sokusetyenziswa komhlaba kuhambelana neemfuno ezimiselweyo zomthetho, iiNkqubo zoCwangciso lweDolophu, imigaqo-nkqubo yocwangciso kunye neminye imimiselo nemithetho phambi kokuba kuthatyathwe izigqibo.
- Ukuqinisekisa ukuba zonke iimfuno ezisemthethweni ezidityaniswe kulwamkelo locwangciso losetyenziso-mhlaba olusebenzayo, kunye/zonke iimfuno ezisemthethweni nezilawulayo zesikim socwangciso lweDolophu, isicwangciso somhlaba, imigaqo-nkqubo, izikhokelo, njl.njl ziyathotyelwa.
- Ukuqinisekisa, ngoncedo lomphathi okhawulezileyo, ukuba iingcebiso okanye izimvo kwimiba efanelekileyo ziyafumaneka kwaye/okanye zidluliselwe ngeendlela ezahlukeneyo kwaye zitolikwa ngokuchanekileyo ngokubonelela ngengcaciso eyaneleyo necacileyo.
- Ukuqinisekisa ukuba ukusebenza kumiselwe ukunikezela kwiinjongo zocwangciso lophuhliso kunye nokuthotyelwa kwemigaqo-nkqubo yocwangciso lweDolophu olusebenzayo kunye nomthetho.

**IMIBUZO: UMNU CLINTON PETERSON / ILANE HUYSER (044 801 9477)**

IBhunga liya kuthathela ingqalelo zonke izicelo ngokweSicwangciso soBulungisa kwezeNgqesho esivumayo imfuneko yokwahluka kwenani labantu babasebenzi balo, ingakumbi kugxininiso ekuqeshweni kwabagqatswa kumaqela amiselweyo/angaphantsi – amelweyo. Ukukhankasela ukuqeshwa kuya kukhokelela ekukhutshweni okuzenzekelayo.

Ukuba uyahlangabezana neemfuno, thumela i-CV eneenkcukacha, ileta enesicelo esigcwalisiweyo efumaneka kwi-HR

I-Ofisi, iZiko loLuntu, i-York Street, iGeorge okanye i-[www.george.gov.za](http://www.george.gov.za). Nceda usithumele isicelo sakho ku: The Manager Human Resources, PO Box 19, George, 6530 okanye nge-imeyile: [recruitment@george.gov.za](mailto:recruitment@george.gov.za)

Nceda uqaphele: Nceda uqhoboshele iikopi eziqinisekisiweyo zezona ziqinisekiso zemfundo ziphakamileyo okanye iziqinisekiso ezifanelekileyo ngokweemfuno zomsebenzi. Chaza ngokucacileyo kwisicelo sakho inombolo yereferensi kunye nesithuba osenza isicelo saso. Isicelo sakho siya kungqinisiswa iziqinisekiso kunye nokuhlolwa kwetyala kunye nolwaphulo-mthetho.

Isithuba ngasinye masibe kwifom yesicelo eyahlukileyo. Izicelo ezifike emva kwexesha elibekiweyo okanye ezithunyelwe ngefeksi aziyi kwamkelwa.

Ukuba awukhange kuqhagamshelwane nawe kwiinyanga ezi-3 zomhla wokuvala, nceda wamkele ukuba isicelo sakho asiphumelelanga.

**IBHUNGA LIGCINE ILUNGELO LOKUNGENZI IQESHA  
UMHLA WOKUVALA: 10 NOVEMBER 2022**