

## EXTERNAL CIRCULATION

**DIRECTORATE: HUMAN SETTLEMENTS, PLANNING & DEVELOPMENT, & PROPERTIES**

**POST DESIGNATION: TOWN PLANNING INSPECTOR**

**REF: 2479098**

**Salary** : R 318 144 - R412 992 per annum T11  
**Service Benefits** : Medical Aid, Pension, Housing/Rental Allowance (subject to prescribed Requirements), 13th Cheque and Group Life Insurance

### **MINIMUM REQUIREMENTS:**

- Relevant NQF 6 Qualifications in Town Planning and related Build Environment Field
- Minimum two years of Town Planning or Municipal Enforcement experience
- Computer Literacy (MS Office)
- Valid Code B Driver's License
- Ability to communicate in at least two of the official languages of the Western Cape

### **PREFERRED REQUIREMENT:**

- Peace Officer certificate or eligible for registration as a Peace Officer

### **COMPETENCIES:**

- Written and oral communication
- Business processes
- Ethics and professionalism
- Organisational awareness
- Problem solving
- Planning and organising
- Data processing and analysis
- Attention to detail
- Investigation of complaints
- Technical report writing
- Interpersonal relationships
- Service delivery orientation
- Client orientation and customer focus
- Action outcome orientation
- Resilience
- Team orientation
- Conflict management

### **KEY PERFORMANCE AREAS:**

- Perform activities associated with ensuring enforcement of, and compliance with, planning law through the application of determined procedures to ensure that any action or situation threatening sound development planning is identified and promptly attended to
- Ensure that the functionality is positioned to deliver on strategic planning objectives
- Ensure that accurate information with respect to specific influential factors are variables impacting on the land use and planning functionality is made available to support decision making processes and/or problem-solving sequences
- Ensure that laid down administrative procedures associated with functionality are complied with and specific deadlines are adhered to
- Build/create and maintain GIS and electronic data systems and data infrastructure and ensure the regular updating of these data systems to support and improve the functions of various departments and end users

**ENQUIRIES: MR C PETERSEN (044 – 801 9477)**

Applicants must submit a formal application form and a comprehensive CV, copies of qualifications, identity document and drivers license. Applications must be submitted **electronically** preferably as one PDF document to [recruitment@george.gov.za](mailto:recruitment@george.gov.za). Application forms can be obtained from the Municipal website, [www.george.gov.za](http://www.george.gov.za) and must reach the Human Resource Department on or before 03 February 2023 at 12:00. **Applicants must clearly state in the reference number and position title in the subject line of the email.**

**Disqualification:**

**Please note that the following will lead to disqualification:**

- 1. Non-submission of copies of academic qualifications/records.**
- 2. Canvassing of Councillors.**
- 3. Submission of fraudulent qualifications and/ or documents.**

**NB:** Please note that shortlisted candidates will be subjected to a vetting process. By applying for this position, candidates agree to background checks being performed.

The Municipality reserves the right not to make an appointment.

Should you not hear from us within 30 days of the closing date, kindly regard your application as being unsuccessful.

George Municipality is an equal opportunity employer which subscribes to the principle of affirmative action and Employment Equity. Preference will be given to applicants from the designated/underrepresented groups.

**CLOSING DATE: 03/02/2023**

## SIJIKELEZISWA NGAPHANDLE

**ICANDELO LOLAWULO: UKUHLALISWA KOLUNTU, UCWANGCISO & NOPHULISO, & NEEPROPATI**

**IGAMA LESITHUBA: UMHLOLI WOCWANGCISO LWEDOLOPHU**

**REF: 2479098**

**Umvuzo** : R 318 144 – R 412 992 T11 ngonyaka  
**Izibonelelo zeNkonzo** : Uncedo lwezoNyango, Umhlalaphantsi, Imali evunyelweyo yeNdlu/ yokuQesha (ngokuxhomekeke kwiimfuno ezimiselweyo, Itshekhi ye-13 kunye ne-Inshurensi yoBomi beQela

### IIMFUNeko EZINCINANE:

- Iziqinisekiso ezifanelekileyo zeNQF kuCwangciso lweDolophu kunye neNdawo yolwaxhiwo olunxulumene noBume beNdawo
- Ubuncinane beminyaka emibini yoCwangciso lweDolophu okanye amava kuNyanzeliso lukaMasipala
- Ulwazi lwekhompyutha (MS Office)
- Ukhawudi B wePhepha-mvume lokuqhuba elisemthethweni
- Ukubanako ukunxibelelana ubuncinane ngeelwimi ezimbini ezisemthethweni zaseNtshona-Koloni

### IIMFUNeko EZIKHETHWAYO

Isiqinisekiso seGosa loXolo okanye ukulungele ukubhaliswa njengeGosa loXolo

### UBUCHULE:

- Unxibelelwano olubhaliweyo nolomlomo
- Iinkqubo zoshishino
- Iindlela zokuziphatha ezisesikweni kunye nobungcali
- Ulwazi lombutho
- Ukusombulula ingxaki
- Ucwangciso noLungiselelo
- Ukusetyenzwa kolwazi kunye nohlalutyo
- Ingqalelo kwiinkcukacha
- Uphando lwezikhhalazo
- Ukubhala ingxelo yobugcisa
- Ubudlelwane phakathi kwabantu
- Ukuqhelaniswa nonikezelo lweenkonzo
- Ukuqhelaniswa nabaxumi nokugxila kubathengi
- Uqhelaniso lwesiphumo sentshukumo
- Ukomelela
- Ukuqhelaniswa neqela
- Ulawulo longqzulwano

## **IINDAWO EZINGUNDOQO ZOKUSEBENZA:**

- Ukwenza imisebenzi eyayanyaniswa nokuqinisekisa ukunyanzeliswa, nokuthotyelwa, komthetho wocwangciso ngokusetyenziswa kweenkqubo ezimiselweyo ukuqinisekisa ukuba nasiphi na isenzo okanye imeko esongela ucwangciso lophuhliso oluphilileyo ichongiwe kwaye iqwalaselwe ngokukhawuleza.
- Ukuqinisekisa ukuba ukusebenza kubekwe kwindawo yokuphumeza iinjongo zesicwangciso-qhinga
- Ukuqinisekisa ukuba ulwazi oluchanekileyo ngokubhekiselele kwizinto ezithile ezinempembelelo zizinto eziguquguqukayo ezinefuthe kusetyenziso lomhlaba kwaye nokusebenza kocwangciso kwenziwe kufumaneka ukuxhasa iinkqubo zokwenziwa kwezigqibo kunye/okanye ulandelelwano lokusombulula iingxaki.
- Ukuqinisekisa ukuba iinkqubo zolawulo ezibekiweyo ezinxulumene nokusebenza ziyathotyelwa kwaye imihla ebekiweyo iyathotyelwa.
- Ukwakha/ukudala nokulondoloza i-GIS kunye neenkqubo zolwazi lwe-elektroniki kunye neziseko zolwazi kunye nokuqinisekisa ukuhlaziywa rhoqo kwezi nkqubo zolwazi ukuxhasa nokuphucula imisebenzi yamasebe ahlukeneyo kunye nabasebenzisi bokugqibela.

## **IMIBUZO: MNU C PETERSEN (044 – 801 9477)**

Abafaki -zicelo kufuneka bangenise ifomu yesicelo esemthethweni kunye neCV ebanzi, iikopi zeziqinisekiso zemfundo, isazisi, kunye nephepha- mvume lokuqhuba. Izicelo kufuneka zingeniswe **ngokufakwa kwikhompyutha** kusetyenziswa i-intanethi ngokukhethekileyo njengoxwebhu olunye lwePDF kwa [recruitment@george.gov.za](mailto:recruitment@george.gov.za). Iifomu zezicelo zingafunyanwa kwiwebhusayithi kaMasipala, [www.george.gov.za](http://www.george.gov.za) kwaye kumele zifikelele kwiSebe lezaBasebenzi ngomhla okanye phambi komhla wesi- 03 eyoMdumba 2023 ngeye-12:00. **Abafaki-zicelo kumele bachaze ngokucacileyo inombolo yereferensi kunye negama lesikhundla kumgca wesihloko se-imeyili**

### **Ukuthintelwa:**

**Nceda uqaphele ukuba oku kulandelayo kuya kukhokelela ekuthintelweni:**

- 1.Ungangeniswa kweekopi zeziqinisekiso zemfundo/ iirekhodi.**
- 2.Ukurhwetyeshwa kooCeba.**
- 3.Ukungeniswa kweziqinisekiso zobuqhophololo kunye /okanye amaxwebhu.**

**QAPHELA:** Nceda uqaphele ukuba abagqatswa abafakwe kuluhlu olufutshane baya kufakwa kwinkqubo yophononongo lwemvelaphi. Ngokungenisa isicelo sesi sikhundla, abagqatswa bayavuma ukuba kwenziwe uphononongo lwemvelaphi

UMasipala ugcina ilungelo lokungaqeshi.

Ukuba awukhange uve kuthi phakathi kweentsuku ezingama-30 zomva wokuvala, nceda uthathe ngokuba isicelo sakho asiphumelelanga.

UMasipala waseGeorge ngumqeshi onamathuba alinganayo ohambelana nomthetho-siseko wenkqubo yokukhawulelana nabo babengenamalungelo ngaphambili kunye noLungelelwaniso kwiNgqesho. Ukhetho luya kunikezelwa kubafaki-zicelo abasuka kumaqela anyuliweyo/angamelwanga ngokwaneleyo.

**UMHLA WOKUVALA: 03/02/2023**