

## EXTERNAL CIRCULATION

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

**POST DESIGNATION: BUILDING INSPECTOR (ILLEGAL WORKS)**

**WC0440721/WC0440877**

**REF: 2587764**

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

### MINIMUM REQUIREMENTS:

- NQF Level 5
- Trade test Artisan in the construction / civil industry
- Computer literate
- Valid code EB Drivers License
- 5 Years relevant post in apprentice experience
- Ability to communicate in two of the three official languages of the Western Cape
- Have own transport

### COMPETENCIES:

- Building Development Control
- Building Inspectorate Customer Centricity
- Legal Administration
- Negotiation and Influencing
- Ethics and Professionalism
- Organisational Awareness
- Problem Solving
- Planning and Organizing
- Information Management
- Interpersonal Relationships
- Communication
- Service Delivery Orientation
- Action and Outcome Orientation
- Resilience
- Change Readiness
- Learning Orientation
- Accountability and Ethical Conduct
- Team Orientation
- Direction Setting
- Coaching and Mentoring
- Impact and Influence

### KEY PERFORMANCE AREAS:

- In order to ensure that all building work compiles with agreed building plan, measures.
- Ensuring that compliance to approved building plan is correctly applied and enforced within the area of jurisdiction of Council.
- To ensure that the applicable legislation is adhered to by all in Council's area of Jurisdiction.
- To Inform the Valuation Section in writing of findings in order for the correct tariffs to be charged
- In order to ensure that an effective administrative process is followed as prescribed
- To efficiently act on all correspondence received

## **SPECIAL REQUIREMENTS:**

- Ability to communicate with irate customers and dissolve conflict situations.
- Ability to maintain emotional intelligence and perform under stressful conditions.
- Thorough knowledge of the National Building Regulations and By-Laws applicable to the construction industry.
- Required to work in adverse weather conditions.
- Required to respond swiftly to emergency situations and perform duties in areas that may become volatile.

## **ENQUIRIES: MR MF TOYER (044 – 801 9176)**

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 **9 MAY 2023** at 12:00pm. **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: 09/05/2023**

## SIJIKELIZISWA NGAPHANDLE

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

**IGAMA LESIKHUNDLA: UMHLOLI WEZAKHIWO (IMISEBENZI ENGEKHO SEMTHETHWENI)**

**WC0440721/WC0440877**

**REF: 2587764**

**Umvuzo** : R 318 144 - R412 992 T11 ngonyaka  
**Iinzuzo ezoNgezelelweyo zeNkonzo** : Uncedo lonyango, Umhlala phantsi, Isibonelelo seZindlu/sokuQesha (ngokuxhomekeke kwiimfuneko ezimiselweyo), Itshekhi ye-13 kunye ne-Inshurensi yoBomi beQela.

### IIMFUNeko EZINCINANE:

- Inqanaba lesi- 5 leNQF
- Igcisa lovavanyo lorhwebo kulwaxhiwo / kushishino lobunjinieli bolwaxhiwo
- Ulwazi lwekhompyutha
- Ikhawudi EB yempepha- mvume lokuqhuba elisemthethweni
- Iminyaka emi-5 yamava afanelekileyo kwisithuba somfundi
- Ukukwazi ukunxibelelana ngeelwimi ezimbini kwezintathu ezisemthethweni zaseNtshona Koloni
- Ukuba nesithuthi sakho

### UBUCHULE:

- ULawulo loPhuhliso lweZaxhiwo
- Umhloli weZaxhiwo ontsusa ikuBathengi
- ULawulo lwezoMthetho
- Uthethathethwano neMpembelelo
- Imigaqo yokuziphatha okusesikweni nobuchule
- Ulwazi loMbutho
- Ukusombulula iNgxaki
- UCwangciso noLungiselelo
- ULawulo loLwazi
- Ubudlelwane phakathi kwabantu
- Unxibelelwano
- Ukuqhelaniswa noNikezelo lweenkonzo
- Ukuqhelaniswa neNyathelo kunye neziphumo
- Ukomelela
- Ukulungela inguqu
- Ukuqhelaniswa nokufunda
- Uxanduva lokuphendula nokuziphatha okuSesikweni
- Ukuqhelaniswa neqela
- Ukubeka umkhomba ndlela
- Ukuqeqesha kunye nokuthantamisa
- Impembelelo kunye nefuthe

### IINDAWO EZINGUNDOQO ZOKUSEBENZA:

- Ukuze kuqinisekiswa ukuba wonke umsebenzi wokwakha uthobela isicwangciso sokwakha ekuvunyelwene ngaso, amanyathelo.
- Ukuqinisekisa ukuba ukuthotyelwa kwesicwangciso solwaxhiwo esivunyiweyo kusetyenziswa ngokuchanekileyo kwaye kunyanzeliswa phakathi kommandla ophantsi kolawulo lweBhunga.
- Ukuqinisekisa ukuba umthetho osebenzayo uyathotyelwa ngabo bonke abakummandla woLawulo lweBhunga.
- Ukwazisa iCandelo loQingqo-maxabiso ngembalelwano yezinto ezifunyenweyo ukuze kubizwe amaxabiso achanekileyo.
- Ukuze kuqinisekiswa ukuba inkqubo yolawulo esebenzayo iyalandelwa njengoko kumiselwe
- Ukwenza ngokufanelekileyo kuyo yonke imbalelwano efunyenweyo

### IIMFUNeko EZIZODWA:

- Ukukwazi ukunxibelelana nabathengi abanomsindo kunye nokuphelisa iimeko zongqzulwano.
- Ukukwazi ukugcina ubukrelekrele beemvakalelo kunye nokusebenza phantsi kweemeko zoxinzelelo.

- Ulwazi olugqibeleleyo lweMithetho yeSizwe yoKwakha kunye neMithetho kaMasipala esebenza kushishino lokwakha.
- Kufuneka ukwazi ukusebenza phantsi kweemeko zemozulu ezimbi.
- Kufuneka ukuba uphendule ngokukhawuleza kwiimeko zexesha lokuxakeka kwaye wenze imisebenzi kwiindawo ezingaba nokuguquguquka.

### **IMIBUZO: MNU MF TOYER (044 – 801 9176)**

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). Ifomu zezicelo zingafunyanwa kwiwebhusayithi kaMasipala, [www.george.gov.za](http://www.george.gov.za) kwaye kumele zifikelele kwiSebe lezaBasebenzi ngomhla okanye phambi komhla we- **09 uCanzibe 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.Ukungangeniswa 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 ugcine 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: 09/05/2023**