

EXTERNAL CIRCULATION

DIRECTORATE: CIVIL ENGINEERING SERVICES

POST DESIGNATION: SUPERINTENDENT STREET AND STORMWATER

PERMANENT APPOINTMENT

WC0441471

REFERENCE: CIV2718247

Salary : R 395 880 – R 513 912 per annum (T12)

Additional Service Benefits :Medical Aid, Pension, Housing Allowance (subject to prescribed requirements), 13th Cheque and Group Life Insurance

MINIMUM REQUIREMENTS:

- Grade 12 or equivalent technical qualification.
- 3-5 years' relevant experience.
- Computer Literacy: MS Office.
- Trade Tested Artisan Diesel and/ or Petrol.
- Drivers Licence code EB.

COMPETENCIES:

- **Core Professional Competencies** – Problem Solving, Planning and Organising, Organisational Awareness
- **Functional Competencies**- Discipline Specific Skills, People Management, Task Management, Work Place Safety , Budgeting
- **Public Services Orientation Competencies**- Interpersonal Relationships, Communication, Service Delivery Orientation
- **Personal Competencies** – Action and Outcome Orientation, Resilience, Ethics and Accountability
- **Management and Leadership Competencies** – Direction Setting, Impact and Influence, Coaching and Mentoring, Team Orientation

KEY PERFORMANCE AREAS:

- Ensure that tasks and activities are implemented efficient within required standards and in alignment with legislative requirements.
- Ensure projects are delivered on time, within the budget and that all specifications are met.
- Enable compliance with statutory and regulatory requirements.
- Ensure that all the previously set goals and objectives are achieved in an effective and efficient manner.
- To ensure a climate conducive to promoting and sustaining motivational and performance levels is cultivated and maintained, enabling the section to contribute positively to the departments service level objectives and outcomes.
- Ensure effective financial management, the achieve of goals and objectives, and to prevent financial loss.

- Ensure the section is capably positioned in terms of material, equipment and personnel to achieve outcomes of preventative and maintenance programs.
- Ensure a climate conducive to promoting and sustaining motivational levels and productivity to enable the section to meet service delivery levels.
- Contribute towards the effective functioning and the efficient planning and managing of activities and projects related to roads and storm water.
- Ensure critical objectives are identified and specific measures established to enable and guide the department to plan, manage and or prioritize outcomes accordingly.
- Ensure administrative sequences, depicting, reporting requirements and approval procedures are complied with and correspondence responded to through the provision of accurate information.
- Promote a healthy environment within which every worker can contribute largely to a high level of productivity and effective service delivery to the public.
- Ensure work is completed in accordance with laid down specifications, quality standards and cost measures, as stipulated in contracts or work orders.
- Ensure that all safety requirements are instituted and met in the workplace. Ensure that accurate information is made available, enabling and supporting decision making processes and contributing to collective and common understanding.
- Ensure work sites are clean for public use and the equipment, tools and materials are removed upon completion of activities in accordance with laid down instructions.
- Ensure sufficient stock is at hand, and to limit constraints to service delivery due to insufficient stock.
- Ensure that communication channels are effective and that information is obtained and shared.
- Ensure workers are trained, gains experience and be economically applied/ exposed to service delivery.
- Ensure compliance with statutory requirements at all times, or where applicable.

SPECIAL CONDITIONS ATTACHED TO THE POST

- Ability to communicate in at least two of the three official languages of the Western Cape.
- Good inter-personal and managerial skills
- Good communication and interpretation skills
- Good leadership and people skills
- Must be able to work under pressure
- Must be reliable and trustworthy
- Must be able to handle conflict situations
- Must be willing to do standby duties and overtime duties
- Must be willing to work in adverse weather conditions

ENQUIRIES: Mr. L Daniels (044 801 3954)

INSTRUCTIONS TO APPLICANTS

Applicants must submit a formal application form with all fields completed and a comprehensive CV, certified copies (not older than 6 months) of relevant qualifications, identity document and driver's license, if applicable. Applications must be submitted **electronically** preferably as one document, emailed to CivilPosts@george.gov.za. Application forms can be obtained from the Municipal website, www.george.gov.za and must reach the Human Resource Department on or before **Friday, 17 November 2023 at 16:30 pm. Applicants must clearly state the reference number and position title in the subject line of the email.**

Only electronic applications will be accepted.

Disqualification:

Please note that the following will lead to disqualification:

Non-submission of required documents or submission of fraudulent documents.

Canvassing of Councillors and/or officials.

Non-adherence to the instructions on the advertisement.

NB: Please note, where necessary, shortlisted candidates will be subjected to a screening and vetting process. By applying for this position, candidates agree to background checks being performed which will include reference and other relevant checks.

The Municipality reserves the right not to make an appointment.

Should you not hear from us within 3 months 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/under-represented groups.

The appointment will be subject to the need for signing of an employment contract and, where applicable, a performance agreement and disclosure of benefits and interest.

CLOSING DATE: FRIDAY, 17 NOVEMBER 2023 AT 16:30 PM.