

## EXTERNAL CIRCULATION

**DIRECTORATE: CIVIL ENGINEERING SERVICES**  
**POST DESIGNATION: TECHNICIAN - PROJECTS**  
**(TEMPORARY APPOINTMENT)**  
**GRANT FUNDING**  
**REFERENCE: CIV2884895**

**Salary** : R 335 328 – R 435 288 per annum T11

### MINIMUM REQUIREMENTS:

- A relevant National Diploma in Engineering (NQF Level 6).
- Active Registered Professional Engineering Technician (PrTechni) or to be achieved within 2-years of appointment.
- Computer Literacy: MS Office.
- Valid code EB driver's license.
- 3 – 5 years' relevant experience.

### COMPETENCIES:

- Planning
- Organisational awareness
- Attention to detail
- Design
- Project management
- Construction
- Operations and maintenance
- Interpersonal relationships
- Service delivery orientation
- Communication
- Action and outcome orientation
- Resilience
- Change readiness
- Cognitive ability
- Learning orientation
- Accountability and ethical conduct
- Impact and influence
- Team orientation
- Direction setting
- Coaching and mentoring

### KEY PERFORMANCE AREAS:

- Ensure that projects and infrastructure provision is carried out according to master plans, the IDP, Batho Pele Principles and all applicable legislation and guidelines related to the provision of services.
- Ensure efficient financial estimating, planning, budget implementation and control, financial reporting within the Section.
- Ensure that Consultants and Contractors confirm to specific requirements prior to and during the tender and contract execution process.
- Ensure that projects are managed professionally and that all contractual requirements, organization objectives and targeted outcomes are met and that projects are completed

on time, within budget and to specification.

- Ensure accurate planning project and operational information is maintained and made available, and administrative requirements are effectively and professionally managed through the implementation of practices, procedures, and policies.

#### **SPECIAL CONDITIONS ATTACHED TO THE POST**

- Must be able to communicate in at least two official languages of the Western Cape.
- Must have good interpersonal skills.
- Must be able to handle conflict situations.
- Must be able to work under pressure.
- Must be reliable and trustworthy.
- Must have good leadership and people skills.
- Must be willing to perform standby and overtime duties.
- Must be able to work in adverse weather conditions.
- Must have good understanding of Risk Management.
- Must be willing to travel outside the municipal boundaries of George to attend meetings on behalf of Council.
- Good written and oral communication skills.
- Sound knowledge of engineering software, financial management/budgeting skills.

**ENQUIRIES: Ms. L MOOIMAN (044-801 9353)**

#### **INSTRUCTIONS TO APPLICANTS**

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Applications must be submitted **electronically** on the e-recruitment site, which can be found on the George Municipality website, [www.george.gov.za](http://www.george.gov.za), under the Job Portal. Applicants must register and apply online on the portal on or before **[08 December 2023]** at 16:30pm.

Applicants must attach a formal George municipality job 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 as part of the online application.

**Only online 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: [08 December 2023]**