



# TSWELOPELE

## LOCAL MUNICIPALITY

A MUNICIPALITY IN PROGRESS

Tswelopele Local Municipality is an equal opportunity and affirmative action employer and requires the services of a suitable qualified persons with relevant experience to fill the following vacancy. Persons designated in terms of applicable legislations as historically disadvantaged individual as well as people with disabilities are encouraged to apply.

### EXTERNAL ADVERTISEMENT

## \*\*\*\* ERRATUM \*\*\*

### 1 X PMU TECHNICIAN [PERMANENT] INFRASTRUCTURE DEPARTMENT

**REQUIREMENTS** ⇒ An appropriate National Diploma or Higher in Civil Engineering (Only from University/University of Technology) ♦ A minimum of 3 - 5 years' experience in Project Management in a managerial position within a local government environment ♦ A broad understanding of municipal finance management processes. A valid driver's licence

**TECHNICAL KNOWLEDGE** ⇒ The successful candidate will have to demonstrate proficiency, acquired through proven work experience at managerial level, preferably in all technical aspects of project management.

**RESPONSIBILITY / DUTIES** ⇒ Technical support and evaluation of proposed projects aligned with the Municipal IDP ♦ Management and labour-intensive project in line with MIG / EPWP guidelines and the reporting requirements ♦ Ensure compliance of all legal aspects and conditions, required from different spheres of government ♦ Conduct site visits / meetings to ensure compliance with contract and business plan conditions ♦ Manage cash flow and commitment on project expenditure ♦ Checking of claims, tenders and monthly claim calculations ♦ Verify payment certificates and preparation of monthly payment schedule documentation ♦ Maintain project performance data on national database ♦ Assistance with other related municipal infrastructure programs ♦ Job creation with focus on introducing labour intensive methodology and development of SMME's where technically feasible ♦ Facilitation of full community participation in all stages of the project life circles.

**SALARY** ⇒ [T14/1] R38 035.00 p/m

**BENEFITS** ⇒ Normal fringe benefits applicable to a Grade 2 municipality.

**CLOSING DATE** ⇒ 18 August 2023 @ 12:00

Further information is available from the Director Infrastructure Services – Mr Malokase telephone 051 853 1111.

Applications for this vacancy must be submitted and addressed to: The Acting Municipal Manager, Tswelopele Local Municipality, and hand delivered, delivered by courier at the municipal offices situated at Civic Centre, Bosman Street, Bultfontein, 9670 or by email to: [recruitment@tswelopele.org](mailto:recruitment@tswelopele.org)

No faxed or late applications will be considered. Applications not made on the prescribed application form will not be considered.

The shortlisted / recommended candidates will be subjected to security vetting.

Council reserves the right to place and move candidates anywhere within the municipal jurisdiction as well as the right not to make any appointment to this position. Canvassing for appointment will automatically disqualify an applicant.

If you have not heard from us within 3 months of the closing date, please accept that your application was not successful.

**K MOTLOUNG**  
**ACTING MUNICIPAL MANAGER**  
31 July 2023