

CAREER OPPORTUNITY

Jou roete na vooruitgang • Indlela yakho eya empumelelweni • Your route to prosperity



Garden Route District Municipality is fully committed to Employment Equity.

Preference will be given to suitably qualified Applicants who are members of the designated groups in line with the Employment Equity Plan and Targets of the Organisation.

Applications are invited for the following vacancy in the Planning & Economic Development Services Department.

ADVERTISEMENT RESORT MANAGER: SWARTVLEI & VICBAY (GARDEN ROUTE DISTRICT MUNICIPALITY- SWARTVLEI & VICBAY)

Salary: R 319 812.00- R 415 140.00 (T11)

Minimum requirements:

- Relevant 3 tertiary qualification, preferably a B degree or National Diploma – Resorts Management
- Computer literacy
- 3-5 years relevant experience
- Valid code B Driver's license.
- Language proficiency in at least two of the three official languages of the Western Cape (Afrikaans and/or English and/or IsiXhosa).

Competencies:

- Conceptual thinking, organisational awareness, attention to detail, monitoring and controlling, planning and organising
- People management, professional/ technical proficiency, interpersonal relationships, communication, service delivery orientation, client orientation and customer focus.
- Action and Outcome Orientation, resilience, change readiness, accountability and ethical conduct, problem solving.
- Team orientation, coaching and mentoring, strategic capability and leadership.

Duties:

- Responsible for general management of the resorts regarding planning, organising and management of the resorts by means of consultation/policy to maintain effective and efficient control
- Responsible for the strategic management of the personnel employed at the resorts to ensure that working teams are utilised effectively and productively
- Responsible for financial management in order to manage the resorts in a most cost effective way to ensure maximum profit by means of financial-, policy documents
- Responsible for the management of operational services to maintain effective and efficient control
- Responsible for the control and management of day to day client services regarding tourism marketing of the resort to ensure that efficient marketing takes place
- Responsible for the management of the terrain to ensure that maintenance of terrain is done regularly and effectively
- Perform the following office duties to ensure that administrative functions with regard to the reception of guests are performed efficiently
- Responsible for the following administrative duties to ensure that the execution of office duties takes place
- Responsible for the security aspects of the resorts to ensure a safe environment

Please note

1. The Municipality reserves the right not to make an appointment.
2. It would be expected of candidates to be subjected to thorough evaluations. References will be contacted. Verification will be done on qualifications, criminal and credit records. The candidates will be required to disclose all financial interests. Original qualification certificates must be produced at any resultant interviews
3. Please apply by completing your online profile on the eRecruitment Portal. The eRecruitment System is available on the Garden Route District Municipality website at www.gardenroute.gov.za/jobs/apply for job/Option1: E-recruitment website/ register or log on. Please upload or attach a copy of your Curriculum Vitae, certified copy of your Identity Document and relevant qualifications (Certified within the last 3 months). The successful applicant will be stationed in Vicbay and his/her appointment is subject to the signing of an employment contract and a performance agreement; disclosure of financial interest; and security vetting.
4. No posted, faxed, email or hand delivered applications will be considered • If you have not heard from us within two months of the closing date, please accept that your application has been unsuccessful
5. Canvassing with Councillors or any other decision-maker is not permitted and proof thereof will result in disqualification • Fraudulent qualifications or documentation, will immediately disqualify any applicant.

Probation period: 6 months

Benefits:

Subsidised housing-, medical-, pension- and group insurance schemes.
Optional membership of major medical expenses plan.
Generous vacation and sick leave benefits, plus a bonus equivalent to one month's salary.
Furniture removal cost is payable by Council, subject to certain conditions.

Applying process and further information:

Please apply by completing your online profile on the eRecruitment Portal. The eRecruitment System is available on the Garden Route District Municipality website at www.gardenroute.gov.za/jobs/apply for job/Option1: E-recruitment website/ register or log on. Please upload or attach a copy of your Curriculum Vitae, certified copy of your Identity Document and relevant qualifications (Certified within the last 3 months).

For enquiries, contact Human Resources on 044 803 1389/ 1388/ 1413.

Only shortlisted candidates will be contacted. Should candidates not be contacted within two months after the closing date, they may accept their application as unsuccessful.

The Garden Route District Municipality reserves the right not to make or confirm an appointment on posts.

Closing date: Friday, 22 September 2023 before 13:30
Notice no: 110/2023

**MG STRATU
MUNICIPAL MANAGER**



Candidates with disabilities are encouraged to apply.