

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 SUPERINTENDENT: PROPERTIES & MAINTENANCE (GARDEN ROUTE DISTRICT MUNICIPALITY- GEORGE)

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

Minimum requirements:

- Grade 12 or Equivalent Technical Qualification.
- Computer literacy
- 3-5 years relevant experience
- Code C1 Valid 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:

Problem Solving - Planning and organizing - Organizational Awareness - Discipline Specific Skills - People Management - Task Management - Workplace Safety – Budgeting - Interpersonal Relationships – Communication - Service Delivery Orientation - Ethics and Accountability - Direction Setting - Team Orientation.

Duties:

- Ensure that reactive and preventative maintenance is carried out effectively and efficiently.
- Liaise with external service providers to ensure that work is carried out effectively and timeously.
- Provide strategic input to Manager of section to influence policy, planning and the budget.
- Financial planning by preparing budgets for short- and long-term preventative maintenance and monitor budget expenditure.
- General Administration.
- Supervision of staff: lead, supervise and develop a strong team through the transfer of information, making recommendations and convening regular meetings.
- Risk Management to determine, monitor, report and mitigate risks.
- Review performance of maintenance unit to ensure improvement.

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 e-Recruitment Portal. The E-recruitment 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 George 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 medical expenses plan.
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 E-recruitment Portal. The E-recruitment System is available on the Garden Route District Municipality website at: <https://www.gardenroute.gov.za/apply-for-work>, **Option 1: 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 the Human Resources section 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: Thursday, 11 January 2024 before 13:30

Notice no: 169 /2023

MG STRATU
MUNICIPAL MANAGER



Candidates with disabilities are encouraged to apply.