



**Mafube Local Municipality**  
 OFFICE OF THE MUNICIPAL MANAGER  
 64 J.J Hadebe Street  
 P O Box 2  
 FRANKFORT, 9830

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## EXTERNAL-ADVERTISEMENT

Date: 27 July 2022  
 10/1/1

Ref. No:

**Mafube Local Municipality** comprises of the following towns: **Frankfort, Villiers, Tweeling and Cornelia**. Mafube Local Municipality subscribes to the principles of affirmative action and all accompanying regulations that seek to address the imbalances of the past and need to appoint a suitable and experienced person in the under mentioned position. People with the skill and expertise to discharge the duties of the under mentioned position are invited to apply.

<b>JOB ADVERTISEMENT</b>	
<b>JOB TITLE</b>	<b>MANAGER PROJECT MANAGEMENT UNIT (PMU)</b>
<b>TERM OF APPOINTMENT</b>	5 years fixed term performance-based contract
<b>PLACE TO BE STATIONED</b>	Frankfort
<b>REMUNERATION PACKAGE</b>	R376 703.43 per annum (Salary Negotiable)
<b>REQUIREMENTS</b>	National Diploma or Bachelor/BTech Degree in Civil Engineering or relevant equivalent qualification. Knowledge of Project management, MIG, EPWP and Civil Engineering Design Packages. Three (3) years relevant experience in Municipal Engineering. A valid code 08 driver's license. Registration with ECSA or SACPCMP will be an added advantage. Good communication and presentation skills. Computer literacy in MS Software packages viz. Word, Excel, MS Project etc.
<b>KNOWLEDGE</b>	Extensive practical knowledge of legislation governing local government and other related legislation. Advanced understanding and experience in institutional governance systems and performance management (preferably in local government). Advanced understanding of Council operations and system of delegation of powers. Understanding of good governance practices, namely internal audit, risk management, etc. Experience in community facilitation and networking.
<b>PERSONAL ATTRIBUTES</b>	Integrity, honesty, maturity and courtesy. Diplomacy and commitment to providing progressive democratic and accountable government. Strategist and excellent corporate planner. Excellent communication and motivational skills. Customer focused. Advanced negotiation skills. Analytical thinker. Diversity management skills.
<b>KEY PERFORMANCE AREAS</b>	Monitor Existing Municipal Infrastructure. Responsible for the Implementation of the Municipal Maintenance Plan. Delivering Technical support and evaluating proposed project in alignment with respective Municipal IDPs and the regional and provincial growth and Development plans. Project Labour intensive projects in line with the EPWP framework and the related reporting requirements. Ensure compliance with all legal aspects and conditions as required by the various spheres of Government. Conduct site visits/progress meetings to ensure compliance with Business Plans conditions,

	<p>specifications, and designs. Preparing monthly payments schedule documents. Maintain project performance data on a national database (MIS). Supporting and assisting with all legislative issues as required by MIG. Process related correspondence and assistance in report generation. Ensure compliance with OH&amp;S and other related legislative framework. Assist with the preparation and implementing MIG capacity building business plans in alignment with the Municipal Business Plan, MIG orientation workshops etc. Assist with facilitating community liaison linkages to ensure full community participating at all stages of a project's life cycle. Assist with the conducting bi-annual social economic impact assessments on selected projects as required by the MIG Units.</p>
<b>APPLICATIONS</b>	<p><b>Please note:</b> Applications will not be acknowledged, should you not be contacted within three (3) months after the closing date of the advertisement, please consider your application unsuccessful. Qualifications and SA citizenship checks will be conducted on all short-listed candidates. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach the proof thereof. The municipality subscribes and promotes the principles of employment equity and affirmative action. The Municipality reserves the right not to make an appointment if, in its view, no suitable candidate could be found. Only candidate who meet the abovementioned competencies will be shortlisted. Successful candidates will be subjected to competency assessments, qualification verification, security vetting and criminal records checking.</p> <p><b>Forward your applications to:</b>  The Municipal Manager, Mr. L.J Ralebenya  Mafube Local Municipality  P.O Box 2  Frankfort, 9830</p> <p><b>Or</b>  <b>Hand deliver applications at:</b>  Municipal Building  64 JJ Hadebe Street  Frankfort, 9830</p> <p>Applications must be accompanied by a signed covering application letter, a comprehensive CV and originally certified copies of: (ID) Identity Document, Driver's License and Qualifications.</p> <p><b>NOTE: No faxed or emailed applications will be accepted.</b></p>
<b>CONTACT PERSON FOR ENQUIRIES</b>	Mr. I. NGOZO – 066 484 6747
<b>CLOSING DATE OF APPLICATIONS</b>	<b>29 August 2022</b>

Approved by:

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**Mr L.J Ralebenya**  
**Municipal Manager**