



BERGRIVIER MUNICIPALITY

Bergrivier Municipality ensures the wellbeing of all communities within the Bergrivier region through economic growth, social wellbeing, community involvement and effective management within a safe and healthy environment.

Bergrivier Municipality with its head office in Piketberg and approximately an hour's drive from Cape Town currently has the following vacancy and awaits applications from competent persons who comply with the minimum job requirement. (Women and persons with disabilities are encouraged to also apply.)

VACANCY
INTERNAL & EXTERNAL APPLICATIONS WILL BE CONSIDERED

RE-ADVERTISED

MANAGER: ELECTRICAL ENGINEERING SERVICES (PIKETBERG)

DIRECTORATE: TECHNICAL SERVICES

REF: TD5/621/PB

Qualifications: A relevant BEng or BSc (Eng) engineering degree and eligibility for registration as Pr Eng; plus, a GCC / Pr Cert Eng; or
 GCC (Electrical) obtained through other recognized routes

 Computer Literacy (MS Office Applications)

Experience: Eight (8) years or more relevant experience

Requirements: Code B Driver's license · Proficiency in at least 2 of the official languages of the Western Cape (Afrikaans/English/isiXhosa - read, write & speak) · Good management, supervision, human relations, interpersonal and communication skills · Ability to give attention to detail · High level of responsibility · Ability to work under pressure · Ability to deal with conflict situations · Must be physically fit and able bodied · Must perform standby duties · Compliance with the relevant Minimum Competency levels as prescribed in Government Gazette 29967 dated 15 June 2007 as amended (or attainment of the minimum competencies within a period of 18 months from date of appointment)

Job Purpose: Ensure the provisioning of the following core functions to ensure accountable, sustainable and effective electrical engineering services in line with the IDP, relevant legislation, policies, guidelines, master plans, Spatial Development Framework and strategic management practices:

- Distribution of electricity
- Maintenance of electricity distribution networks
- Maintenance of street lights
- Third party contracting: Metering ect.

Key Performance Areas: Strategically visionalise, plan, manage, organize, analyses and control the continuous provision of electrical engineering and support services to promote service excellence to the municipality and/ or its community · Participate, apply and control financial management processes to ensure and promote sound financial management practices and procedures · Participate and contribute in the corporate performance management system (PMS), to ensure that the Department performs up to standards and expectations · Participate and contribute in the municipality's IDP processes to ensure alignment of the department's KPI's and the needs of the community · Ensure consistent compliance with national, provincial and municipal legislation as well as municipal policies applicable to or affecting the department/ service delivery · Manage and exercise control over employees assigned to the department to promote a culture of proper service delivery · Participate in the corporate risk management process to minimize/ avoid risks within the Department · Managing electrical engineering related service-delivery activities undertaken by or on behalf of the department including electricity supply, street lighting and electrical pump maintenance to promote proper service delivery · Information and knowledge management · Asset management · Program and project management · Communication and civic engagement · Customer relations management · Act as Director Technical Services in his/ her absence on a rotation basis and discharge the responsibilities assigned to the post for the duration of the acting · Any other related duty as requested by the supervisor.

The competency level for this position is a level 4 as stipulated in Annexure A of the Municipal Staff Regulations, Government Notice R890, as promulgated in Government Gazette 45181, dated 20 September 2021 and comprises of the following competencies.

Core Professional Competencies	Functional Competencies	Public Service Orientation Competencies	Personal Competencies	Management / Leadership Competencies
<ul style="list-style-type: none"> • Planning • Organisational awareness • Attention to detail 	<ul style="list-style-type: none"> • Design • Project management • Construction • Operation and maintenance 	<ul style="list-style-type: none"> • Interpersonal Relationships • Communication • Service delivery orientation 	<ul style="list-style-type: none"> • Action and outcome orientation • Resilience • Change readiness • Cognitive ability • Learning orientation • Accountability and ethical conduct 	<ul style="list-style-type: none"> • Impact and influence • Team orientation • Direction setting • Coaching and mentoring

Salary:	R 695 892.00 per annum (T17 of a Category 3 Local Authority) plus Car allowance
Date of acceptance:	01 June 2023 or as soon as possible
Enquiries:	Mr D van Turha at 022 913 6085

GENERAL:

1. A service bonus equivalent to one month's salary, where applicable, will be payable and be supplemented by the normal benefits applicable to the Municipality including a housing allowance for home owners subject to certain conditions.
2. The Municipality is an equal opportunity employer and respects the conditions of the Employment Equity Act, preference will be given to candidates who comply with the Employment Equity Targets.
3. The Municipality is not bound to make any appointment.
4. All appointments are subject to Police clearance; which means that by applying for a position at the Municipality, you give us permission to obtain a Police clearance.
5. Applications received after the closing date or which have been received without the documentation mentioned below, will not be considered.
6. Only short-listed applicants will be contacted for interviews. Applicants can regard their applications as being unsuccessful if no feedback has been received within six weeks from the closing date.
7. Canvassing of any councillor and/or member of the Appointment Committee and/or any personnel member of the Municipality will not be allowed and will immediately disqualify applicants.
8. In addition to the minimum job requirements and station mentioned herein, applicants may be expected to work overtime or be on standby, as well as render services in other parts within the municipal area, as required.
9. Appointment in certain posts is subject to a security clearance and applicants will also undergo an interview and evaluation process and where necessary, write a trade test.
10. The municipality respects the conditions of the Protection of Personal Information Act. By submitting your information and application you confirm that the information you have provide to us is true, up to date and correct.
11. Preference will be given to local candidates within the Bergrivier Municipal area (WC013).
12. Successful candidates will be expected to sign a contract of employment, disclosure of benefits and interests and a performance contract (where applicable) with the employer.

A covering letter with at least two (2) contactable references (managers, subordinates or peers), must accompany the completed prescribed application form (available on request at Tel. 022 9136000 or on the municipality's website www.bergmun.org.za) with certified copies of the necessary qualification certificates, ID document, Drivers Licence and a Curriculum Vitae (Maximum of 3 pages), (only one post per application form) to reach the **Municipal Offices, Piketberg** or mailed to **PO Box 60, Piketberg 7320 for the attention of Ms W Terry Thomas (Human Resources Officer: Provisioning and Administration)** by no later than the closing date.

NO FAXES OR ELECTRONIC APPLICATIONS WILL BE ACCEPTED.

CLOSING DATE: FRIDAY, 21 APRIL 2023 AT 15:00

**ADV H LINDE
MUNICIPAL MANAGER
MN49/2023**

**13 CHURCH STREET
P O BOX 60
PIKETBERG
7320**



BERGRIVIER MUNISIPALITEIT

Bergrivier Munisipaliteit verseker die welstand van alle gemeenskappe in sy gebied deur ekonomiese groei, sosiale welstand, gemeenskapsbetrokkenheid en effektiewe bestuur binne 'n veilige en gesonde omgewing.

Bergrivier Munisipaliteit, met sy hoofkantoor te Piketberg en ongeveer 1 uur vanaf Kaapstad, beskik tans oor die volgende vakature en aansoeke word ingewag van bevoegde persone wat aan die gestelde minimum posvereistes voldoen. (Vroue en persone met gestremdhede word aangemoedig om ook aansoek te doen.)

VAKATURE INTERNE & EKSTERNE AANSOEKE SAL OORWEEG WORD

BESTUURDER: ELEKTRIESE EN INGENIEURSDIENSTE (PIKETBERG)

DIREKTORAAT: TEGNIESE DIENSTE

VERW: TD5/621/PB

Kwalifikasie: 'n Toepaslike BIng of BSc (Ing) Ingenieursgraad en geskiktheid vir registrasie as Pr Eng; plus, 'n GCC / Pr Cert Eng; of
GCC (Elektries) verkry deur ander erkende roetes

Rekenaargeletterdheid (MS Office-toepassings)

Ondervinding: Agt (8) jaar of meer relevante ondervinding

Posvereistes: Kode B bestuurderslisensie · Bevoegdheid in ten minste twee (2) van die amptelike tale van die Wes-Kaap (Afrikaans/Engels/Xhosa – lees, skryf en praat) · Konflikhantering en onderhandelingsvaardighede · Goeie bestuur, menslike verhoudinge en kommunikasie vaardighede · Hoë vlak van verantwoordelikheid · Vermoë om onder druk te werk · Moet fisies fiks en bekwaam wees · Moet take verrig in enige area van die munisipaliteit · Moet bystanddiens verrig · Moet voldoen aan die betrokke minimum vaardigheidsvlakke soos voorgeskryf deur Staatskoerant 29967 gedateer 15 Junie 2007, soos gewysig, (of verkryging van die minimum vaardighede binne 'n tydperk van 18 maande na datum van aanstelling).

Posdoel: Verseker die voorsiening van die volgende kernfunksies om verantwoordbare, volhoubare en effektiewe elektriese ingenieursdienste te verseker in ooreenstemming met die GOP, relevante wetgewing, beleide, riglyne, meesterplanne, Ruimtelike Ontwikkelingsraamwerk en strategiese bestuurspraktyke:

- Verspreiding van elektrisiteit
- Instandhouding van elektrisiteitsverspreidingsnetwerke
- Instandhouding van straatligte
- Derdepartykontraktering: Meting ens.

Sleutel prestasie areas: Visualiseer, beplan, bestuur, organiseer, analiseer en beheer die deurlopende voorsiening van elektriese ingenieurs- en ondersteuningsdienste om diensuitnemendheid aan die munisipaliteit en/of sy gemeenskap te bevorder · Neem deel, pas toe en beheer finansiële bestuursprosesse om gesonde finansiële bestuurspraktyke en prosedures te verseker en te bevorder · Neem deel en dra by tot die korporatiewe prestasiebestuurstelsel (PMS), om te verseker dat die Departement presteer volgens standaarde en verwagtinge · Neem deel en dra by tot die munisipaliteit se GOP-prosesse om belyning van die departement se KPI's en die behoeftes van die gemeenskap te verseker · Verseker konsekwente nakoming van nasionale, provinsiale en munisipale wetgewing, sowel as munisipale beleide van toepassing op of wat die departement/dienslewering raak · Bestuur en oefen beheer uit oor werknemers wat aan die departement toegewys is om 'n kultuur van behoorlike dienslewering te bevorder · Neem deel aan die korporatiewe risiko bestuur proses om risiko's binne die Departement te minimaliseer/vermy · Bestuur van elektriese ingenieursverwante diensleweringssaktiwiteite wat deur of namens die departement onderneem word, insluitend elektrisiteitsvoorsiening, straatbeligting en elektriese pompinstandhouding om behoorlike dienslewering te bevorder · Inligting- en kennisbestuur · Batebestuur · Program- en projekbestuur · Kommunikasie en publieke deelname diens · Neem waar as Direkteur Tegniese Dienste in sy/haar afwesigheid op 'n rotasiebasis en vervul die verantwoordelikhede wat aan die pos opgedra is vir die duur van die waarneming · Enige ander verwante plig soos versoek deur die toesighouer.

Die bevoegdheidsvlak vir hierdie pos is 'n vlak 4 soos bepaal in Bylae A van die Munisipale Persooneelregulasies Staatskennisgewing R890 soos afgekondig in Staatskoerant 45181 gedateer 20 September 2021 en bestaan uit die volgende bevoegdhede:

Kern Professionele Bevoegdhede	Funksionele Bevoegdhede	Bevoeghede t.o.v Openbare Diensoriëntering	Persoonlike Bevoegdhede	Bestuur / Leierskap Bevoeghede
<ul style="list-style-type: none"> • Gemeenskap- en klantefokus • Probleemoplossing • Onderhandeling en Invloed • Volharding • Kommunikasie 	<ul style="list-style-type: none"> • Brandbestryding • Reddingsoperasies • Spesiale operasies (Hazmat, stedelik, soek en redding) • Brandveiligheid en Voorkoming • Veiligheid en Welsyn • Nood mediese sorg • Oproep neem en versending 	<ul style="list-style-type: none"> • Interpersoonlike verhoudings • Diensteleweringsoriëntering 	<ul style="list-style-type: none"> • Aksie en uitkoms-oriëntering • Volharding • Gereedheid vir verandering • Kognitiewe vermoë • Leer-oriëntering • Probleemoplossing 	<ul style="list-style-type: none"> • Impak & Invloed • Spanoriëntering • Rigtingbepaling • Afrigting & Mentorskap

Salaris:	R 695 892.00 per jaar (T17 van 'n Kategorie 3 Plaaslike Owerheid) plus Motortoelaag
Diensaanvaarding:	01 Junie 2023 of so gou moontlik
Navrae:	Mnr D van Turha by 022 913 6085

ALGEMEEN:

1. 'n Diensbonus gelykstaande aan een maand se salaris, waar van toepassing, betaalbaar en word aangevul deur die normale voordele van toepassing op die Munisipaliteit, insluitend 'n behuisingstoelae vir huiseienaars, onderhewig aan sekere voorwaardes.
2. Die Munisipaliteit is 'n gelyke geleentheid werkgewer en eerbiedig die bepalings van die Wet op Gelyke Indiensneming.
3. Die Munisipaliteit behou die reg voor om nie 'n aanstelling te maak nie.
4. Alle aanstellings is onderworpe aan 'n polisieverklaring wat noodwendig beteken dat applikante toestemming verleen dat dit verkry mag word.
5. Aansoeke wat na die sluitingsdatum ontvang word of nie vergesel van die dokumentasie hieronder genoem nie, sal nie oorweeg word nie.
6. Slegs aansoekers op die kortlys vir onderhoude sal gekontak word. Indien 'n aansoeker binne 6 weke na die sluitingsdatum nog geen terugvoering ontvang het nie, moet aanvaar word dat hul aansoek onsuksesvol was.
7. Gunswerwing by enige raadslid en/of enige lid van die aanstellingskomitee en/of enige personeellid van die Munisipaliteit, is ontoelaatbaar en sal aansoekers onmiddellik diskwalifiseer.
8. Benewens die minimum posvereistes en standplaas hierin gestel, mag daar van posbektelers verwag word om oortyd- en bystanddiens te verrig, asook om van tyd tot tyd in ander dele van die munisipale gebied diens te lewer, soos vereis.
9. Aanstelling in sekere poste is onderhewig aan 'n sekerheidsklaring en daar sal ook van aansoekers verwag word om 'n onderhoud- en evalueringsproses te deurloop en waar van toepassing, 'n vakttoets af te lê.
10. Die munisipaliteit eerbiedig die bepalings van die Wet op die Beskerming van Persoonlike Inligting. Met die inhandiging van u informasie en aansoek bevestig u dat die inligting wat u aan ons verskaf korrek is en 'n ware weergawe van u mees onlangse inligting.
11. Voorkeur sal verleen word aan plaaslike kandidate binne Bergrivier Munisipale area (WC013).
12. Daar sal van suksesvolle kandidate verwag word om 'n dienskontrak, openbaarmaking van voordele en belange en 'n prestasiekontrak (waar van toepassing) met die werkgewer te onderteken.

'n Dekbrief met vermelding van ten minste twee (2) kontakbare verwysings (lynbestuurders, ondergeskiktes of eweknieë), vergesel van die voltooië voorgeskrewe aansoekvorm (op aanvraag verkrygbaar by Tel: 022 913 6000 of op die munisipaliteit se webwerf by www.bergmun.org.za), 'n Curriculum Vitae (maksimum 3 bladsye) en gesertifiseerde afskrifte van die nodige kwalifikasie sertifikate, identiteitsdokument en bestuurderslisensie (**slegs een pos per aansoekvorm**) moet by die **Munisipale Kantore, Piketberg ingedien word of kan gepos word na Posbus 60, Piketberg, 7320 vir die aandag van Mev. W Terry Thomas**, om haar te bereik teen nie later nie as die sluitingsdatum.

GEEN FAKSE OF ELEKTRONIESE POS SAL AANVAAR WORD NIE.

SLUITINGSDATUM: VRYDAG, 21 APRIL 2023 OM 15:00

**ADV. H LINDE
MUNISIPALE BESTURDER**

MK49/2023

**KERKSTRAAT 13
POSBUS 60
PIKETBERG
7320**