



EMALAHLENI LOCAL MUNICIPALITY

NOTICE NO: HR 03/2024

ADVERTISEMENT OF POSITION

Emalahleni Municipality is a Grade 2 municipality comprising of Indwe, Dordrecht and Cacadu with its seat in Cacadu. Emalahleni Municipality is an equal opportunity employer and subscribes to the principles of employment equity. The Municipality invites suitable qualified candidates to apply for the following positions:

Applications are invited from suitably qualified candidates for the filling of the following position (African Females and Males are encouraged to apply)

1. PLANNING ECONOMIC DEVELOPMENT, TOURISM AND AGRICULTURE

1.1 MANAGER: LOCAL ECONOMIC DEVELOPMENT

SALARY SCALE: TASK GRADE 16 (R592 508-R769 076) PER ANNUM

FRINGE BENEFITS

Normal fringe benefits include leave, housing subsidy on certain conditions,

Car allowance: R106 930.92 per annum

Cell phone allowance: R25 027.56 per annum

Data allowance: R6 633.84 per annum

REQUIREMENTS:

- Grade 12.
- B Degree in Development Studies/Economic/Business Administration.
- 5 years' experience at the supervisory level in the field of local economic development.
- Valid Driver's License.
- Computer Literacy

KEY PERFORMANCE AREA:

- Management of staff-meets regularly with staff to discuss performance objectives. Determine any skills gaps and where capacitation, training and development are required.
- Planning, Policy Development, and Implementation-provide inputs into the IDP regarding LED by attending IDP cluster and community meeting. Identify gaps in service delivery and with the enablement of the business sector.
- Tourism-ensure that the tourism structures/forums are established by meeting with and following up with officials to ensure that meetings are scheduled as planned.
- Financial Management and Control: constantly monitoring of departmental spending to avoid under or overspending of budget. Planning for budget spending and report to immediate supervisor.
- SMME's Development Initiatives: ensure that structures are created that will be used to assist new and emerging businesses to gain access to funding and to enhance their skills levels. Ensure that business development is well executed through effective branding and by acting in accordance with an approved implementation plan.
- Agricultural initiatives- use IGR structures to develop working relations with government and district organisations that they are involved in agricultural groups, communal farmers, homestead food producers, commodity groups , agricultural businesses, agricultural cooperatives.
- Fundraising- lobby funds for local economic development programmes across the economic sectors like agriculture, forestry, mining, tourism etc
- Identify revenue generating streams for funding of LED initiatives.
- Implementation and review of LED strategies
- Co-ordinate LED Forum
- Supervise personnel and compile reports in accordance with PMS standards.
- Coordinates specific administrative and reporting requirements associated with the key performance indicators.
- Respond to municipal oversight structures in relation to auditing. MPAC and risk management.
- Reporting directly to Director Planning Economic Development, Tourism and Agriculture.

2. INFRASTRUCTURE DEVELOPMENT AND HUMAN SETTLEMENTS

2.1 CRANE TRUCK OPERATOR

SALARY SCALE: TASK GRADE 09 (R 229 459-R297 858) PER ANNUM

FRINGE BENEFITS

Normal fringe benefits include leave, housing subsidy on certain conditions,

ESSENTIAL REQUIREMENTS

- National Senior Certificate/ Matric/Grade 12 or Equivalent.
- Valid Crane Truck Operating Certificate
- Valid code 10 driver's license with PDP
- N6 Electrical Certificate with Electrical Trade Test Certificate will be an added advantage.
- Minimum of 2 years' experience in crane truck operating and driving experience

KEY PERFORMANCE AREA

- Transport and install Electrical equipment from stores to site (where works will be carried out)
- Perform the electrical works like Pole Planting, Installation of Electrical equipment like Pole Mounted Transformers, Miniature Substations, Ring Main Unit etc with Minimum supervision.
- Perform the installation and maintenance of streetlights and high mast lights with minimum supervision.
- Perform Daily Site Operations using crane truck where overhead electrical operations are being carried out with minimum supervision.

Applications for the above-mentioned positions are required to submit a prescribed application form obtainable from our reception or download from www.emalahlenilm.gov.za/detailed Curriculum Vitae together with certified copies of all qualifications and the Identity Document. Applications not accompanied by the required documentation will not be considered. The Council reserves the right not to continue with the interviews and appointments if no suitable candidate is found.

Emalahleni Municipality is an equal opportunity employer with a firm commitment to employment practices irrespective of race, gender, and disability.

Faxed or e-mailed applications will not be accepted.

Correspondence will only be entered into with short-listed candidates. Applicants not contacted within 30 days of the closing date may safely assume that their applications were not successful. The Council nevertheless appreciates the interest shown by applicants. **Enquiries can be made with HUMAN RESOURCES PRACTITIONER, Ms. Sanelisiwe Zangwa, AT 087 808 0905/ZangwaS@emalahlenilm.gov.za during office hours. (08H00 to 16H30)**

Applications should be addressed to:

Physical Address

37 Indwe Road
Emalahleni Local Municipality
Cacadu
5410

or

Postal Address

Private Bag X1161
Emalahleni Local Municipality
Cacadu
5410

Late applications will not be considered, therefore post delays must be considered by the applicant.

The closing date for applications is Tuesday, 23rd April 2024 Cacadu Municipal Offices.



03/04/2024