

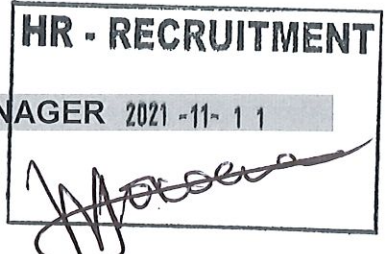


STEVE TSHWETE LOCAL MUNICIPALITY

A fast growing and financially sound Municipality, situated in the middle of Mpumalanga, only 120km from central Gauteng. Moderate climate with many surrounding holiday resorts. Steve Tshwete Local Council is committed to achieve and maintain diversity and equity in employment in respect of race, gender and especially disability.

Suitably qualified candidates are invited to apply for the following position/s before the closing date of:

CLOSING DATE: 26 NOVEMBER 2021



DIRECTORATE: OFFICE OF THE MUNICIPAL MANAGER

PMS OFFICER

DEPARTMENT: DEVELOPMENT AND STRATEGIC SUPPORT

POST LEVEL: 07

SALARY SCALE: R360 201/ R378 549/ R397 749 p.a. (excluding Benefits)

BENEFITS OFFERED: Contribution to Medical Aid, Pension Fund and Housing allowance

REQUIREMENTS: Grade 12 plus National Diploma in Human Resources or relevant equivalent qualification (NQF Level 6). 3-5 years relevant experience within the PMS and HR environments. Computer Literate. Ability to work under pressure. Good organising skills. Knowledge of performance, plans and regulations. Valid code B driver's license

KEY PERFORMANE AREAS: To provide support to departments in relation to PMS and other departmental enquiries. Assist in the performance assessment process. Responsible for the PMS administration and the coordination of the processes. Ensure compliance to deadlines. Drafting of performance plans. Compiling of reports. Implement and comply with relevant legislation.

REF: 1014

DIRECTORATE: TECHNICAL AND INFRASTRUCTURE SERVICES

ENGINEERING TECHNICIAN: ROADS AND STORMWATER

DEPARTMENT: CIVIL ENGINEERING SERVICES

POST LEVEL: 5

SALARY SCALE: R461 544/ R473 139/ R485 022 p.a. (excluding Benefits)

BENEFITS OFFERED: Contribution to Medical Aid, Pension Fund and Housing Allowance Plus 550 km/ pm travel allowance and Scarcity allowance.

REQUIREMENTS: Grade 12 plus National Diploma in Civil Engineering or equivalent qualification (NQF level 6). 5 years relevant experience within the construction and project management of roads and storm water. Valid code C1 driver's license. 2 – 3 years Supervisory experience would be an added advantage.


KEY PERFORMANE AREAS: Project management and site supervision for road and stormwater projects. Site visits, inspections and investigations. Planning and designing of small construction projects. Survey related projects. Compile weekly and monthly progress reports of roads, storm water and traffic projects. Monitor and ensure that health and safety procedures are adhered to contractors and internal projects. Supervision of personnel.

REF: 5011

Closing date 26 November 2021

PLEASE NOTE:

1. The appointment of a candidate is at the Steve Tshwete Local Councils' sole discretion, taking into account all relevant legislation, council policies and procedures, notwithstanding our Employment Equity goals.
2. The submission of an application gives Steve Tshwete Local Council the right to make inquiries necessary to obtain information regarding the applicant's background. Such inquiry will include vetting of criminal records, academic qualifications, employment reference checks (current and previous employers) etc.
3. Applicants who have not been responded to within six weeks of the closing date should consider their applications unsuccessful.
4. Steve Tshwete Local Council reserves the right not to make an appointment in any or all of the above vacancies, and correspondence will only be limited to short-listed candidates.
5. Applications must be submitted on the prescribed form (available from the Municipal Offices or can be printed from Council's web site "www.stlm.gov.za") or by means of a detailed Curriculum Vitae and Covering Letter, together with certified copies of qualifications or certificates and identity document (Max 4 MB) to: ApplicationsHR@stlm.gov.za
- Further Enquiries: Human Resources Management: Tel: (013) 249 7000.
6. Hand delivered applications must be deposited in the application for employment box provided at the Steve Tshwete Local Municipality, Ground Floor, Cnr Walter Sisulu Street and Wanderers Avenue, Civic Centre, Main Entrance, Middelburg
7. Incomplete or incorrect information on an application form or CV form will disqualify an applicant.
8. People from previously disadvantaged groups (HDI's) and People living with disability are

Encouraged to apply 

9. In order to ensure compliance with Covid-19 regulations and restrictions only e-mailed Applications or Applications dropped in the application for employment box will be accepted. All applications must reach the Municipality by the closing date.