



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: 24 NOVEMBER 2023

DIRECTORATE: CORPORATE SERVICES

POST TITLE: COMMUNICATION OFFICER

DEPARTMENT: COMMUNICATIONS

TASK GRADE : T12

SALARY SCALE: R417 759 – R520 473 p.a. (Excluding benefits)

BENEFITS OFFERED: Contribution to Medical Aid, Pension Fund and Housing allowance plus Cellphone Allowance.

TERM OF APPOINTMENT: PERMANENT

LOCATION: MIDDELBURG, MPUMALANGA (MP313)

REQUIREMENTS: National Diploma in Communication, Marketing/ Journalism/ Public Relations (NQF 6). Three (3) years relevant experience. Valid code B driver's license. Relevant experience in local government would be an added advantage.

CORE/LEADING COMPETENCIES:

Organizational Awareness/ Political Impact, Information Measuring and Monitoring; Written and Oral Communications; Attention to detail; Accountability and Ethical conduct, Professionalism; People Management, Team Orientation, Problem solving; Planning and organizing; Interpersonal relationships; Customer Relations and Customer Focus, Service delivery orientation. Good interpersonal skills, stakeholder liaison and financial management skills. Knowledge of Municipal Finance Management Act (MFMA), Municipal Systems Act, Treasury Regulations, Government Communication Information and Systems. Analytical and The ability to work efficiently in a team and under pressure.

KEY PERFORMANCE AREAS: Assist in compilation of articles and information pieces for various Media Market programmes and activities nationally. Responsible for Media releases, capturing of Council events, internal newsletter, communications activities, assist Assistant Director Communications with all Communication and Marketing related activities. Responsible for branding, corporate identity, responsible for internal and external communication stakeholders.

REF: 1027



Closing date 24 November 2023

DIRECTORATE: TECHNICAL AND INFRASTRUCTURE SERVICES

POST TITLE : ENGINEERING TECHNICIAN: MAINTENANCE AND ASSESTS

DEPARTMENT : CIVIL ENGINEERING SERVICES

TASK GRADE : T13

SALARY SCALE: R470 556 – R586 248 P.A. (Excluding benefits)

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

TERM OF APPOINTMENT: PERMANENT

LOCATION: MIDDELBURG, MPUMALANGA (MP313)

REQUIREMENTS: Grade 12 plus National Diploma in Mechanical/ Chemical Engineering/ Water Care. 5 years' relevant experience. Experience in operation and maintenance of electrical and mechanical municipal water works infrastructure. Knowledge of different unit operations and processes in water purification and wastewater treatment, water services legislation, OHS Act. Valid Code B driver's license.

CORE/LEADING COMPETENCIES: Community and Customer focus; Negotiation and influencing; Ethics and professional; Interpersonal relationships; Problem solving; Written and verbal communication; Decision making; Planning and organising; Ethics and professionalism; Task management; Quality orientation; Workplace safety; People management; Service delivery orientation; Action and outcome orientation.

KEY PERFORMANCE AREAS: Develop, update and maintain asset management systems of all municipal water works. Plan and oversee preventative maintenance of electrical and mechanical equipment (such as pumps, valves motors and gear boxes) of all Water Works in order to support water quality targets of each Water Works. Create, review and update Standard Operating Procedures for operating and maintenance of all Water Works and pump stations. Monitor, interpret, record and analyse pump and process equipment performance data for proper operation. Troubleshoots alarms at Water Works and pump stations and ensure all back-up systems are operational. Coordinate maintenance tasks with water quality personnel for status of repairs and scheduling of maintenance work. Assist with management of capital projects. Ensure the functionality of water purification/ treatment process instrumentation and telemetry system. Perform all the tasks related to all the regulatory requirements including Blue & Green Drop Certification.

REF: 5025

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 STLM General Application Form for Employment (available from the Municipal Offices or can be printed from Council's web site

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HR - RECRUITMENT


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“www.stlm.gov.za”) and 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. The successful candidate will be required to sign an employment contract, performance agreement and to disclose any financial interests

10. 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.

