

PIXLEY KA SEME
DISTRICT MUNICIPALITY

ADVERTISEMENT

VACANCIES

Pixley ka Seme District Municipality, an equal opportunity, affirmative action employer headquartered in De Aar, subscribes to the principles of employment equity and actively promotes representation in terms of race, gender and disability. Applications are currently invited for the following career opportunities:

BUILDING INSPECTOR

REQUIREMENTS

- A Diploma in Building or Construction management
- A minimum of 3 years experience as a Building Inspector
- Contract management
- Good communication skills
- Computer literacy in MS Software packages viz Word, Excel and Project
- Staff management skills
- A valid code B driver's licence
- Willingness and availability to travel in the region

RESPONSIBILITIES

- Carry out inspection on site in relation to building and sewerage plan applications.
- Buildings under construction: compulsory inspections of foundation trenches and Sub floor inspections
- Managing progress on approved plans
- Issuing of completion / occupation certificates
- Conducting legal enforcement to resolve any non-compliance with legislation
- Processing complaints and enquiries
- Manage correspondence, Sub-Division applications, hoarding and demolition conditions, consultation processes and dangerous conditions
- Familiarise with new technical procedures, techniques and products to ensure compliance with Departmental, SABS, CSIR and Manufacturers requirements

SALARY: R 21 369 – 26 452 per month (plus fringe benefits)

FINANCIAL INTERN

Two (2) year contract

REQUIREMENTS

- A three – year Bachelors Degree or National Diploma with majors in Accounting, Economics or Finance including either Risk Management and/or Auditing among other.
- Sound written and oral communication skills
- Computer literacy
- Accuracy will serve as a strong recommendation
- The intern will sign an internship agreement which is in addition to the employment contract.
- The effect of the agreement is to ensure commitment to the programme which require, amongst other, full participation in the educational and workplace assignments and observance of policies and procedures.
- The candidate must be between the ages 21 and 35.

INTERNSHIP OVERVIEW

- The Internship programme is a structured professional training and work experience with the goal of providing high quality training and practical exposure in all aspects of a Municipal Budget and Treasury Office which is governed by the Municipal Finance Management Act, Act 56 of 2003 and the underlying reforms.
- The programme has a logical training sequence that builds on the skills and competencies acquired during University and Technikon training.
- It ends where appropriate, with the credits or a qualification in Municipal Finance Management in line with the Municipal Minimum Competency Regulations, Gazette 29967 of June 2007.

REMUNERATION

R96 000 (All inclusive)

ENQUIRIES: Mr. SB Ntamehlo, Snr HR Practitioner, Telephone number 053-6310891.

Letters of application, accompanied by a full CV and certified copies of qualifications, certificates, ID and valid drivers licence must be forwarded to the Municipal Manager, Pixley ka Seme District Municipality, Private Bag X1012, DE AAR 7000

Fraudulent qualifications or documentation, including driver's licences, will immediately disqualify any applicant.

Pixley ka Seme District Municipality has a firm commitment to the advancement of the previously disadvantaged, including women and the disabled.

Canvassing will immediately disqualify candidates from appointment.

If no notification regarding this advertisement has been received within two months of the closing date, please assume that the application was unsuccessful.

Correspondence will be limited to short listed candidates.

The Municipality reserves the right not to make any appointment.

NB: In terms of our Employment Equity Plan disabled people are encourage to apply for the positions.

Note: No faxed or e-mail applications will be considered.

Closing date: 19 September 2017



RE Pieterse
Municipal Manager
Pixley ka Seme
District Municipality
Private bag X1012
De Aar , 7000