

Winnie Madikizela-Mandela Local Municipality

Physical Address
51 Winnie Madikizela
Mandela Street
Postal Address
P O Box 12
Bizana



Office of the Municipal
Manager
Tel: 039 251 0230
Fax: 039 251 0917
mahlakal@mbizana.gov.za

EXTERNAL ADVERT

Applicants are hereby invited from suitable qualified individuals to fill the vacant position indicated below:-

1. **POST : ELECTRICIAN**
DEPARTMENT : ENGINEERING SERVICES
CONTRACT : PERMANENT
TASK GRADE : 10
REFERENCE : MLM/JD10/ELEC
REMUNERATION : R225 749.00 basic salary per annum

REQUIREMENTS

- ✓ Grade 12 or Matric Certificate;
- ✓ NTC 4 (Level 4) in Electrical Engineering;
- ✓ Trade test certificate in Electrical engineering field of work (SETA approved);
- ✓ 3 years' experience working in electricity distribution/maintenance environment and as a supervisor;
- ✓ Code 10 Driver's License or proof towards acquiring one i.e. Learners License;
- ✓ Knowledge of Basic Electrical theories and practices;
- ✓ Knowledge in use of electric testing equipment and
- ✓ Experience in electrical/mechanical installation work on single phase and 3 phase meters including programming of bulk meters.

KEY PERFORMANCE AREA

- ✓ Medium and low voltage construction and maintenance work;
- ✓ Medium and low voltage cable jointing, termination and repair work;
- ✓ Streetlights maintenance;
- ✓ Electrical/mechanical works on electrical meters;
- ✓ Supervision of subordinates;
- ✓ Ensure compliance with health and safety regulations and
- ✓ Ensure compliance with high voltage working regulations (HVRS).

2. POST : HOUSING CO-ORDINATOR
DEPARTMENT : DEVELOPMENT PLANNING
CONTRACT : PERMANENT
TASK GRADE : 12
REFERENCE : MLM/JD12/HC
REMUNERATION : R314 663.00 basic salary per annum

REQUIREMENTS

- ✓ Grade 12 or Matric Certificate;
- ✓ National Diploma or Bachelor's Degree in Town and Regional Planning/BDegree in Human Settlements;
- ✓ 2-3 years of practical experience in Human Settlements;
- ✓ Strong understanding of housing policies;
- ✓ Valid Code 08 drivers' license and
- ✓ Good Communication skills (verbal & written).

KEY PERFORMANCE AREA

- ✓ Identifying appropriate housing opportunities for eligible beneficiaries;
- ✓ Initiating, drawing up business plans and managing housing developments;
- ✓ Constant liaising with Department of Human Settlements and other stakeholders;
- ✓ Monitoring and reporting on the National Housing Needs Register;
- ✓ Co-ordinating housing application processes and facilitating the implementation of approvals and
- ✓ Operating, monitoring and coordinating capturing onto the Housing Subsidy System.

3. POST : HCT COUNSELLORS X 4
DEPARTMENT : MUNICIPAL MANAGER'S OFFICE
CONTRACT : 11 MONTHS CONTRACT
REFERENCE : MLM/JD/HCTC
REMUNERATION : R

REQUIREMENTS

- ✓ Grade 12 or Matric Certificate;
- ✓ Certificate in HIV and AIDS Counseling;
- ✓ 2-3 years' experience in HIV/AIDS related work;
- ✓ Be computer literate;
- ✓ Must have good interpersonal relations;
- ✓ Be in a possession of good communication skills;
- ✓ Fluency in at least two local official languages and
- ✓ Be able to work under pressure.

KEY PERFORMANCE AREA

- ✓ Conduct HIV, AIDS, STI, TB and COVID 19 awareness campaigns for in and out of school youth;
- ✓ Set up and maintain HIV and AIDS support groups;
- ✓ Give support to NGOs dealing with health related matters;
- ✓ Give support to the Office for the co-ordination of Communicable diseases;
- ✓ Conduct HIV, AIDS, STI, TB and COVID 19 screening;
- ✓ Conduct HIV pre and post-test counseling to clients;
- ✓ Refer clients to health centres for further management and treatment and
- ✓ Compile and submit monthly as well as quarterly and annual reports.

4. POST : PLANT OPERATORS X 2
DEPARTMENT : ENGINEERING SERVICES
CONTRACT : PERMANENT
TASK GRADE : 10
REFERENCE : MLM/JD10/PO
REMUNERATION : R225 749.00 BASIC SALARY PER ANNUM

REQUIREMENTS

- ✓ Grade 10 Certificate;
- ✓ C1 Drivers' License;
- ✓ 2-3 years' experience in related work;
- ✓ Grader Operator certificate accredited by Dept of Labour;
- ✓ Roller excavator certificated accredited by Dept of Labour
- ✓ Health and safety certificate and
- ✓ Be able to work under pressure.

KEY PERFORMANCE AREA

- ✓ Road formation, rip, shape and compaction of the road;
- ✓ Processing of gravel material using grader and roller;
- ✓ Haulage of selected gravel material;
- ✓ Compacting and skimming of gravel road and
- ✓ Wet blading, shape the road using grader, roller and water cutter.

A covering letter clearly stating the position you are applying for, a comprehensive CV with traceable references, certified copies of certificates, ID and driver's licence must be submitted as part of an applicant's application. All correspondences should be addressed to: The Senior Manager: Corporate Services, Winnie Madikizela-Mandela Local Municipality, P.O. Box 12,

more information please contact: Ms N. Mshweshwe on 039-251 0230 during office hours.

Closing date: 28.07.2021 @ 12pm.

**CANVASSING OF COUNCILLORS AND OR OFFICIALS WILL DISQUALIFY YOUR APPLICATION;
THE MUNICIPALITY RESERVES THE RIGHT NOT TO FILL THESE POSTS.**

Applicants who have not been contacted within 30 days after the closing date should know that their applications have been unsuccessful.



Mr. L. Mahlaka
Municipal Manager