

THEEWATERSKLOOF

Munisipaliteit * Municipality * uMasipala

Applications are hereby invited from persons to be appointed in the under mentioned vacancy.

Please note: *This position is being re-advertised. Applicants who previously applied must submit a new application in order to be considered.*

HEAD: INFORMAL SETTLEMENT MANAGEMENT

Salary: Post level T12 – Between R358 308.00 p.a. and R465 084.00 p.a.

The most eligible candidate must be in possession of a National Diploma in Public Management or Public Administration (NQF6) or Built Environment or Equivalent qualification with 5 – 8 years relevant experience. A valid driver's license. The successful candidate must have good negotiation and communications skills with the ability to handle conflict. Be willing to work after hours. Computer literate. The ability to communicate in at least two (2) of the three (3) official languages in the Western Cape, namely English, Afrikaans and Xhosa.

Responsibilities: Act as liaison between the Municipality and the community in the Informal Settlement areas within the municipal area * project manage the operations of all informal settlements within the municipality * initiate, plan and implement partnership agreements pertaining to informal settlements * oversee and manage field workers * interact and communicate with informal settlement communities * create, update and maintain data base * attend meetings during and after hours * facilitate, establish and manage the informal settlement committees * coordinate illegal shacks and basic services provision * draft policies * manage disaster relief programs * provide humanitarian support to communities during disaster situations * oversee and manage the relocation of communities * other duties as requested from time to time.

Enquiries: Mr. MH Gxoyiya – Acting Director: Economic Development and Planning

Tel: 028 – 2143300

If you do not receive any feedback, within two (2) months after the closing date, kindly assume that your application was unsuccessful. The Council reserves the right not to make any appointment.



Theewaterskloof Municipality is committed to equal opportunity and affirmative action. Preference will be given to suitably qualified candidates who are members of the designated groups as defined in Section 1 of the Employment Equity Act namely black people, women and people with disabilities.

B Ngubo, Acting Municipal Manager, P O Box 24, 6 Plein Street, Caledon 7230

The council's offer includes benefits such as pension, medical aid and a group scheme as well as a 13th cheque, a housing-/ rental subsidy and assistance with relocation cost under certain conditions.

Applicants must complete the prescribed application form along with a detailed CV with originally certified copies of qualifications, ID document, as well as a testimonial in order to be considered for the position. Application forms must be forwarded to the Manager: Human Resources, Theewaterskloof Municipality, and P O Box 24 Caledon 7230.

Please note: No e-mailed, scanned or faxed applications will be accepted, and shortlisted candidates will be required to produce original copies of academic qualifications on the day of the interview. Only original applications forms will be accepted.

Canvassing will disqualify any candidate from being considered for appointment.

APPLICANTS WHO DO NOT COMPLETE THE PRESCRIBED APPLICATION FORM WILL AUTOMATICALLY BE DISQUALIFIED.

Closing date: 25 November 2022 at 12:00 pm. (no applications will be accepted or considered after the closing date)