



RANDFONTEIN LOCAL MUNICIPALITY

DIRECTORATE INFRASTRUCTURE

PROGRAMME MANAGER: PROJECT MANAGEMENT UNIT (RE-ADVERTISEMENT)

SALARY: NEGOTIABLE TOTAL-COST-TO-EMPLOYER

(5-YEAR FIXED-TERM CONTRACT LINKED TO PERFORMANCE MANAGEMENT SYSTEM)

Requirements: • National diploma or Bachelor's degree in Civil Engineering as well as a Project Management qualification • Understanding of Local Government systems, processes and procedures • Professional registration will add advantage • Experience in implementing labour intensive projects will add advantage • 5 years' relevant experience in managing capital projects • Good report writing skills • Valid driver's licence.

Responsibilities: Reporting to the Unit Head Civil Services the preferred candidate will: • Investigate and collate data in order to establish existing service details and available infrastructure • Identify municipal infrastructure requirements by analysing the existing infrastructure, current growth rate and project future growth rate in order to establish short, medium and long term infrastructure requirements • If funding is available, produce detailed plans and specifications by applying various standard specifications and generally accepted civil engineering standards to enable construction implementation and service delivery once funding is available • Prepare reports to council committees on the implementation of budgeted projects, progress made and consultants recommended • Recommend to council termination of contracts where the contractor is in default using established procedures • Monitor progress made on contracts by comparing work done with the programme and ensure that materials are in line with specifications • Liaise with other internal stakeholders to ensure uniformity and suitability of new developments • Supply plans and estimates of costs for all new developments • Develop and Implement project management procedures and processes • Develop business plans for potential funding outside the Municipality • Mentor and coach staff on project management • Perform any relevant duties delegated by the Supervisor.

Enquiries: Ms N Ndlala, tel: 011 411-0216/7.

Ref: RS01

BUILDING INSPECTOR

SALARY: R155 370 PER ANNUM

Requirements: • Relevant qualification in Building or relevant trade in Building Construction • 2 to 3 years' relevant experience, preferably in Building Construction • Understanding of OHS Regulations • Good communication skills • Valid driver's licence • Computer literacy • Report writing skills.

Responsibilities: • Ensure structural/building compliance with the National Building Regulations and Buildings Standards Act (Act 103 of 1977) • Lead subordinates to ensure effective performance and achievement of goals • Scrutinise and comment on all building plan applications so that the plans that do not comply can be revised/corrected that on approval they will comply with legislation • Conduct compulsory inspections in terms of the NBR & Building Standards Act on new building work at all private developments so that the building work complies to the approved building plans • Conduct site inspections on Council building projects so that building work comply with the NBR & Building Standards Act and the specifications and tender drawings as contained in the tender documents of Council • Issue notices/letters/summonses to Property owners who are in contravention with the NBR and Building Standards Act. So that property owners comply to legislation • Monitor notices/letters/summonses, which have been issued so that legislation is enforced • Perform any relevant duties delegated by the Manager/Supervisor.

Enquiries: Mr Hosea Liduvho, tel: 011 411-0199.

Ref: RS02

JobVest has been exclusively retained to manage all responses. Appropriately experienced and qualified persons may forward a detailed CV via email rh2@adcorp.co.za or fax 0866 100 400, quoting the relevant reference. All application-related queries should be directed to 011 306-5090.

Closing date: 12 July 2010.

Please note: • Preference will be given to suitable candidates from the designated groups, especially with regard to race, gender and disability • Proof of qualifications will only be requested from shortlisted candidates • Should you not hear from us within 1 month of the closing date of this advertisement, please regard your application as unsuccessful • Correspondence will be limited to shortlisted candidates • No late applications will be accepted • The Municipality reserves the right not to make an appointment.