



Overstrand Munisipaliteit is 'n dinamiese sentrum van uitnemendheid waar die gebied se besondere potensiaal binne 'n pragtige omgewing ontsluit word. Ons taak is om ewewigtige groei en ontwikkeling binne ons natuurlike omgewing tot voordeel van al ons mense in hulle onderskeie gemeenskappe te bevorder. Die Munisipaliteit sluit die Hangklip/Kleinmond, Hermanus, Stanford en Gansbaai areas in.

Overstrand Munisipaliteit is 'n werkgewer met 'n beleid van gelyke geleentheid wat daarna streef om 'n dinamiese en effektiewe diens aan sy gemeenskap te lewer. Bevoegde en selfgemotiveerde mense wat uitdagings geniet, word genooi om deel van dié topspan te word en vir die volgende pos aansoek te doen:

Senior Bestuurder: Operasionele Dienste (Gansbaai)

• **Direktoraat: Gemeenskapsdienste (Verw.: WC0320540) • Salaris: R617 796 per jaar plus deelname aan die "Perk"-vervoerskema asook 'n selfoontoelaag**

Minimum vereistes: • 'n Nasionale Diploma in Siviele Ingenieurswese of 'n toepaslike siviele ingenieurswese veld of 'n gelykwaardige NKR vlak-6 kwalifikasie • sewe (7) jaar funksionele en operasionele ondervinding in 'n munisipale omgewing op middel/senior bestuursvlak • voldoening aan die Munisipale Regulasies vir Minimum Bevoegdheidsvlakke soos bepaal in Regulasie 493, gedateer 15 Junie 2007 (alternatiewelik moet aansoekers hulleself bereid verklaar om die voorgemelde kwalifikasie binne 18 maande na aanstelling te bekom) • gevorderde vlak van rekenaargeletterdheid in MS Office • 'n geldige Kode EB-/B-rybewys • kommunikasievaardighede in ten minste twee van die drie amptelike tale van die Wes-Kaap.

Hooffunksies: • identifiseer en definieer onmiddellike, kort- en langtermyn doelwitte/planne wat verband hou met die onderhoud van paaie, stormwater, vaste afval, water, sanitasie, parke, sportgronde, geboue en begraafplase • beheer en kontroleer uitkomst wat verband hou met die gebruik, produktiwiteit en prestasie van personeel binne hierdie departemente asook die professionele, tegniese en operasionele uitkomst • voorbereiding en beheer van kapitale en bedryfskoste-skattinge en -uitgawes teen die goedgekeurde begrotingstoekennings • bestuur die formulering van spesifieke kontrakte en tenderdokumente en beheer van kontraktuele verpligtinge • verspreiding van funksionele en operasionele inligting aangaande doelwitte en oor die onmiddellike, kort-, langtermyn en huidige ontwikkelings, probleme en besprekings.

Spesiale voorwaardes: Dit sal van die suksesvolle kandidaat verwag word om vergaderings na werksure en weg van die werkplek by te woon en om in onvoorsiene gevalle oortyd te werk.

Meer inligting kan van die Adjunk Direkteur: Gemeenskapsdienste, Mnt T Steenberg by tel. 028 313 8982 of alternatiewelik by die Areabestuurder, Mnr F Myburgh by tel. 028 384 8365 verkry word.

Benewens die bovermelde salaris bied hierdie pos mededingende voordele wat 'n 13de tjek, mediese bystand, pensioenvoordele,'n behuisingssubsidie/-toelaag asook verhuisingskoste onder bepaalde voorwaardes, insluit.

Sluitingsdatum: Maandag, 24 Februarie 2020 om 15:00.

Kennisgewing aan aansoekers:

- Dankie vir u belangstelling om by ons aansoek te doen om 'n betrekking.
- Alle aansoeke moet vergesel wees van 'n dekbrief wat die posbenaming en verwysingsnommer van die pos waarvoor u aansoek doen duidelik weerspieël, 'n afskrif van u ID, rybewys en opvoedkundige kwalifikasie. Oorspronklike kwalifikasies moet tydens onderhoud beskikbaar wees. Indien nie beskikbaar, sal die kandidaat gediskwalifiseer word.
- Geen stawende dokumentasie sal teruggestuur word nie.
- Aansoeke kan gerig word aan die Senior Bestuurder: Menslike Hulpbronne, Munisipaliteit Overstrand, Posbus 20, Hermanus 7200 of faks / e-pos na 086 496 7735 / jobapplications@overstrand.gov.za.
- Aansoeke / stawende dokumente groter as 4MB sal nie per e-pos aanvaar word nie.
- Kandidate wat nie al die stawende dokumente indien nie, sal nie vir hierdie pos oorweeg word nie. Geen laat aansoeke sal oorweeg word nie.
- Verdere kommunikasie sal tot kortlyskandidate beperk word. As u nie binne ses weke na die sluitingsdatum terugvoering ontvang nie, beskou asseblief u aansoek as onsuksesvol.
- Alle aanstellings sal onderhewig wees aan die nagaan van verwysings van vorige en huidige werkgewers. U aansoek vir hierdie betrekking sal as toestemming beskou word om u kwalifikasies te bevestig.
- Die Raad behou die reg om nie 'n aanstelling te maak nie.



Overstrand Municipality is a dynamic centre of excellence combining great potential with a beautiful setting. Our task is to bring about growth and development to the benefit of all our people, in their different communities, whilst maintaining a balance with nature. The Municipality includes the areas of Hangklip/Kleinmond, Hermanus, Stanford and Gansbaai.

Overstrand Municipality, an equal opportunity employer, strives to render a dynamic and effective service to the community. Competent and self-motivated people who enjoy challenges are invited to join our leading team and to apply for the following vacancy:

Senior Manager: Operational Services (Gansbaai)

- Directorate: Community Services (Ref.: WC0320540) • Salary: R617 796 per annum plus participation in the “Perk” car allowance scheme and a cell phone allowance

Minimum requirements: • a National Diploma in Civil Engineering or a relevant civil engineering related field or an equivalent NQF Level 6 qualification • seven (7) years' functional and operational experience in a municipal environment at middle/senior management level • compliance with the Municipal Regulations on Minimum Competency Levels as provided for in Regulation 493 dated 15 June 2007 (alternatively applicants must declare themselves willing to obtain the aforementioned qualification within 18 months after appointment) • advance level of computer literacy in MS Office • a valid Code EB/B driver's licence • communication skills in at least two of the three official languages in the Western Cape.

Main functions: • identify and define the immediate, short- and long term objectives/plans associated with the maintenance of roads, storm water, solid waste, water, sanitation, parks, sport fields, buildings and cemeteries • direct and control outcomes associated with utilization, productivity and performance of personnel within these departments as well as the professional, technical and operational outcomes • prepare capital and operational estimates and controlling expenditure against the approved budget allocations • manage the formulation of specific contracts and tender documents and control contractual obligations • disseminate functional and operational information on the immediate, short- and long term objectives and current developments, problems and constraints.

Special conditions: It will be expected from the successful candidate to attend meetings after working hours and away from the work place and to work overtime due to unforeseen circumstances.

More information may be obtained from the Deputy Director: Community Services, Mr T Steenberg, on tel. 028 313 8982 or alternatively from the Area Manager, Mr F Myburgh, on tel. 028 384 8365.

In addition to the abovementioned salary, this position offers competitive benefits which include a 13th cheque, medical aid, pension, housing subsidy/allowance and relocation costs, under certain conditions.

Closing date: Monday, 24 February 2020 at 15:00

Notice to applicants:

- Thank you for your interest in seeking employment with us.
- All applications should be accompanied by a covering letter clearly indicating the name and reference number of the position applying for; a copy of your ID; driver's licence and educational qualifications. Original qualifications must be available at the interview. If not available the candidate will be disqualified.
- No supporting documentation will be returned.
- Applications can be forward to the Senior Manager: Human Resources, Overstrand Municipality, PO Box 20, Hermanus 7200 or fax / email to 086 496 7735 / jobapplications@overstrand.gov.za. Applications/supporting documents larger than 4MB sent via email will not be accepted.
- Candidates who do not submit all the supporting documentation as requested, will not be considered for this position. No late applications will be considered.
- Further communication will be limited to shortlisted candidates. If you do not received response within six weeks of the closing date, please considered your application as unsuccessful.
- All appointments are subjected to reference checking from previous and current employer(s). Your application for this post will be considered as consent to verify your qualifications.
- The Council reserves the right not to make an appointment.