



**DIRECTORATE TECHNICAL SERVICES**  
**SECTION: WATER AND WASTEWATER TREATMENT**  
**INDUSTRIAL EFFLUENT ADMINISTRATOR**  
**SALARY: R279 543.75 – R362 865.00 p.a. [T11]**

**Job Purpose:**

Implement, regulate and enforce the Wastewater Discharge Management Plan in accordance with all Water and Sanitation Legislation, By-laws, Regulations, Strategies, Procedures, Licences and permits.

**Duties:**

Provide inputs and amend waste discharge management plans (WDMP), operational plans and maintenance plan to ensure protection of sewer and wastewater infrastructure; Update plans, SOPs, by-laws and programs for the water and wastewater sections to align it with all relevant legislation; Responsible for work carried out according to relevant legislation, regulations, internal systems and procedures to ensure protection of infrastructure and Effluent Quality Compliance. Coordination and oversee the scheduled collection of sewage/industrial wastewater; Attend to enquiries and respond to all industrial and commercial effluent correspondence, as well as providing report back on enquiries finalized by staff; Maintain oversight of staff execution of functions; Ensure that the relevant information (quantitative/ qualitative) and/ details of activities are recorded; Providing input on the operational and capital needs of the section to support budget planning; Coordinating processes and practices associated with the verification of invoices for completed works submitted by service providers; Leading and guiding staff in the Section to ensure that they meet their career objectives and the Directorate in line with Council's requirements and resource constraints; Liaise with the internal and external stakeholders visiting treatment works; Attend and participate in operational meetings; Monitor and ensure that vehicles and machinery are in good working conditions and serviced according to schedule; ensure maintenance and repairs are done aligned with operational requirements; Ensure occupational health and safety compliance.

**Requirements:**

National Diploma in Chemical Engineering/Chemistry; Code B Driver's license + PrDP; Proven Supervisory skills; Good interpersonal and communication skills; Be able to work independently; Proficient in at least 2 of the 3 official languages in the western Cape; Attention to detail; Able-bodied, work on elevated heights, work in confined spaces, work with sewage; Good sight, hearing and speech ability; Must be able to function effectively in difficult working conditions/ circumstances/ environment; Must work overtime, when needed; Must be willing to act in the Superintendent Wastewater position.

**Experience:**

2 years relevant experience.

**PLEASE NOTE:**

1. Please read the conditions carefully, only those who comply with the conditions will be considered.
2. The Municipality is an equal opportunity employer and as such will observe the

requirements of the employment equity act and its EE plan. Females and people with disabilities are encouraged to apply.

3. It will be required of the recommended candidate/s to undergo pre-employment medical testing which will be arranged by the municipality.
4. To apply in assured confidence, please send your application form, CV, certified copies of qualifications and covering letter (including details of at least 3 contactable referees and the relevant reference number) to The Human Resources Manager, Breede Valley Municipality, Private Bag x3046, Worcester, 6849, or email to **jobs@bvm.gov.za**. For enquiries contact the Human Resource Office, Thando Nqubuka at 023 348 4961.
5. It will be required to indicate the relevant reference number of the position on each application. Applications with no reference number will automatically be disqualified.

All applications should reach us by **18 September 2020** at **13:00**

**Please note that**

\* No late applications will be considered \* No faxes will be accepted \* If you have not heard from us within 60 days of the closing date, please accept that your application has been unsuccessful \* Candidates wishing to have their CV's returned should provide a self-addressed envelope with the required postage stamps \* Canvassing with Councillors or any other decision-maker is not permitted and proof thereof will result in disqualification \* Fraudulent qualifications or documentation, will immediately disqualify any applicant.