



DIRECTORATE: PLANNING, DEVELOPMENT & INTEGRATED SERVICES
DIVISION: SOLID WASTE & AREA CLEANSING
LOCATION: WORCESTER

MANAGER: SOLID WASTE (PERMANENT)

SALARY: R 621 360.56 – R 806 541.67 (T16)

TOTAL COST TO COUNCIL: R 1 045 576 – R 1 284 316 per annum

(Inclusive of Municipal benefits: Group Life Scheme, Pension Fund etc.)

Ref: PDIS/SW01/0924

Job Purpose:

- Manage and control key performance and resulted indicators associated with Waste Management in the municipal area through investigation, analysis, and interpretation of operational requirements against the capacity and capability of the section
- Manage immediate, short- and long-term objectives, and monitoring performance levels to achieve preset targets and goals
- Manage the implementation and execution of specific administrative procedures to ensure sustainable service delivery to the community
- Manage the compliance to Occupational Health and Safety requirements as well as statutory responsibilities in the execution of duties within the ambit of the post

Duties:

- Identifies and defines the immediate, short, medium- and long-term objectives and plans associated with Waste Management
- Develop and align the Integrated Waste Management Plan with key deliverables and immediate goals detailed in the Municipality's strategies and plans i.e., Integrated Development Plan, relevant legislation and provincial and national strategies.
- Prepare business plans for sustainable service delivery with regard to Waste Management.
- Ensure that the broader community and business sector comply with sound waste management principles as defined in the Municipality's policies and by-laws
- Manage, direct and control the professional, technical and functional outcomes associated with the minimization, collection and disposal of waste
- Manage the operational dimensions and resources (materials, plant, decentralized depot operations, etc.) and monitor utilization and cost effectiveness of activities against operational plans
- Checking details of transactional documentation (works orders, requisitions, time and attendance schedule, leave applications, etc.) prior to approving and/or submitting for further processing
- Participating in meetings with (internal and external consultants, communities, Provincial and National Officials, and businesses) and, disseminating information and guidelines on statutory and regulatory requirements, current threats and strategies aimed at a safer, integrated and more sustainable management of waste generated and minimized in the municipality

- Manage compliance with landfill site permits and licenses, and other statutory requirements concerning all relevant aspects, including proper entrance control, waste separation, permissible waste, waste minimization, leakage control, covering, pollution control, recycling, etc.
- Manages the formulation of specific contracts and tender documents and controls contractual obligations with regards to waste management
- Participate in the Bid Specification and Bid Evaluating Committees and present to Bid Adjudicating Committee relating to all relevant procurement processes. Brief suppliers, tenderers, consultants and contractors on the terms and scope of the tenders and contracts
- Control expenditure against approved budget allocations of the capital and operating budget to support budget planning sequences in respect of the Section
- Analyse and review current enhancement structures in order to provide inputs into cost effective tariff structures
- Report to Council on progress with the implementation of Waste Management related strategies, programs and services aimed at realizing the need and priorities reflected in the Municipality's Integrated Development Plan and other strategies and compliance with Provincial and National norms and standards
- Manage and control the Key Performance Indicators and outcomes associated with the utilization, productivity and performance of personnel within the Section
- Ensure that refuse removal and disposal practices contribute towards a safe and healthy environment conducive to and supportive of a better quality of life in the municipal area

Minimum Requirements:

- A relevant tertiary qualification
- Driver's License Code B
- Computer literacy: MS Office.
- 8 years or more relevant experience
- 3 years managerial experience
- Proficient in at least 2 of the 3 official languages in the Western Cape
- **Compliance with the National Treasury Regulations on the required Minimum Competency Level Unit Standards applicable to this position, or must complete the unit standards within an 18-month period from the date of appointment as provided for in GNR 1146 under GG 41996, dated 26 October 2018**

Competencies: *(For detail description of competencies, read competency level 4 from page 234/251 of the Competency Framework on our website / on this link- <https://bvm.gov.za/download/municipal-staff-regulations-competency-framework/>)*

Core Professional Competencies: Communication, Attention Detail, Planning & Organizing, Conceptual Thinking, Evaluative Research, Information Management,

Functional Competencies: Analytical Skills, Advocacy /Negotiations, Waste Management, Environmental Pollution Control, Health Promotion, Project Management, Financial Management,

Public Service Orientation Competencies: Interpersonal Relationships, Client Orientation & Customer Focus, Service Delivery Orientation

Personal Competencies: Action & outcome orientation, Flexibility, Learning Orientation, Integrity

Management / Leadership Competencies: Impact & Influence, Team Orientation, Direction Setting, Coaching & Mentoring

PLEASE NOTE: *Please read the below conditions carefully, only those who comply with the conditions will be considered*

1. No late applications 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**
3. **Only online applications will be accepted via the link: <https://bvmjobs.mcidirecthire.com>**
4. **When applying via the link above please ensure that you fill in all required fields.**
5. **Also attach an updated CV (Including details of at least three (3) contactable WORK REFERENCES and the relevant numbers), clear certified copies of qualifications, and covering letter.**
6. Any candidate appointed at the **Breede Valley Municipality** will sign an employment and performance agreement subject to probation per the Local Government: Municipal Staff Regulations.
7. **Candidates will be subjected to assessments / evaluations.**
8. **For enquiries contact the Human Resources Office at 023 348 4961** or by email address: jobs@bvm.goc.za
9. Canvassing with Councillors or any other decision-maker is not permitted, and proof thereof will result in disqualification.
10. Fraudulent qualifications documentation will immediately disqualify any applicant.
11. If you have not heard from us within sixty (60) days of the closing date, please accept that your application has been unsuccessful.

All applications should reach us by **20 September at 13:00.**

The Municipality reserves its right not to make an appointment.