



(INTERNAL & EXTERNAL ADVERTISEMENT)

DIRECTORATE: ENGINEERING SERVICES
DIVISION: ELECTRICAL SERVICES
SECTION: OPS, MTCE (DE DOORNS AND TOUWSRIVER)
LOCATION: DE DOORNS

SENIOR SUPERINDENDENT: DE DOORNS & TOUWSRIVIER (PERMANENT)

BASIC SALARY: R 425 192.88 – R 551 910.34 per annum [T13]

TOTAL COST TO COUNCIL: R 604 459 – R 767 826 per annum

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

Ref: ES/03ETS/0124

Job Purpose: Co-ordinates and controls operations with respect to High, Medium, Low, Voltage and Metering Electrical Services for remote towns in order to ensure that work undertaken is completed in accordance with laid down specifications, quality standards and cost measures.

Duties: Identifies with the Section's strategy with respect to service delivery and implements and monitors the short-term plans/objectives for the High, Medium and Low Voltage Electrical services • Evaluating service delivery trends and capacity against requirements to facilitate the preparation of capital and operational expenditure estimates to support plans and objectives • Co-ordinates tasks/activities associated with the implementation of procedures and monitoring and reporting on sequences/outcomes • Plans, prioritises and schedules High, Medium and Low Voltage Electrical services projects and related works • Preparing resource allocation schedules (cost, material and time spread) and priority programmes for execution • Compiling annual maintenance program (service of mini-substations, switchgear, low tension/medium volt overhead lines, underground cables, etc.) and submit to relevant personnel for uploading on the On Key system, issuing of job cards for implementation • Exercising expenditure control over line items on the budget and analysing resource requirements against project scope and time frames with a view to optimising utilisation and achieving cost effectiveness • Coordinating and controlling the maintenance and engineering of the vending system, capturing consumer data (name, address, tariffs, etc.) and managing the registration and capturing of consumer contracts on the prepayment vending system • Implements procedures, systems and controls to regulate specific work sequences associated with the functionality • Co-ordinates and controls tasks/activities associated with controlling personnel performance, productivity and discipline • Co-ordinates and controls the key service delivery objectives/dimensions of quality, standard, efficiency, cost and outcomes associated with the installation and maintenance of Medium and Low Voltage Electrical services • Providing guidelines on operational sequences and the interpretation of specific procedures to facilitate compliance with specific legislation (Occupational Health and Safety Act, Electricity Regulation Act, 2006, National Energy Regulator Act, 2004, Electrical Installation Regulations, 1992, etc.), NRS specifications, electrical policies/strategies, etc • Authorizing High, Medium and Low Voltage switching instructions and accountable for safe switching of medium voltage switchgear • Performing

activities associated with live phasing to ensure that phase rotations are synchronized with the network in order to prevent electrical shorts • Monitors the capital and operating expenditure against the approved budget allocations • Performs specific administrative tasks/activities associated with the updating and maintaining of records/information related to the activities/operations of the Division • Co-ordinates the administrative dimensions associated with communicating with the public and processing of queries and complaints • Interacting with the customer on queries/complaints in respect of electrical service delivery, establishing the nature/urgency of the matter and provide detailed explanations to support or defend the organization's actions and/or refer issues to the relevant official in the Directorate for resolution • Enforce the adherence to appropriate OHS regulations, standard operating procedures and legal requirements as far as personnel and operations are concerned.

Minimum Requirements:

- National Diploma in Electrical Engineering (Heavy Current Electricity) (NQF6),
- 5 years or more experience in a supervisory technical position required.
- Valid ORHVS Certificate,
- Valid Code EB Drivers' license,
- Familiar in switching procedure on 11KV & 66 KV (voltage)
- Experience in the operations, maintenance and commissioning of medium and high electrical distribution and reticulation equipment
- Proficient in at least two of the three official languages of the Western Cape

Preferred Requirements:

- Bachelor Technology in Electrical Engineering (NQF 7)
- 7 years relevant experience in the electrical supervisory environment

Competencies: (For a detailed description of competencies, read competency level 4 from page 707/719 of the Competency Framework on our website / on this link- <https://bvm.gov.za/download/municipal-staff-regulations-competency-framework/>)

Core Professional Competencies: Problem solving, Planning & Organizing, Organizational Awareness

Functional Competencies: Discipline Specific Skills, People Management, Task Management, Workplace Safety, Budgeting

Public Service Orientation Competencies: Interpersonal Relationships, Communication, Service Delivery Orientation

Personal Competencies: Action & outcome orientation, Resilience, Learning Accountability & Ethical

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), certified copies of qualifications, and covering letter.**
6. Any candidate appointed at the **Breedee 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 practical examination.
8. Candidates will be subjected to medical examination.

9. **For enquiries contact the Human Resources Office at 023 348 4961** or by email address: jobs@bvm.gov.za
10. Canvassing with Councillors or any other decision-maker is not permitted, and proof thereof will result in disqualification.
11. Fraudulent qualifications documentation will immediately disqualify any applicant.
12. 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 **09 February 2024 at 13:00**.

The Municipality reserves its right not to make an appointment.