



DIRECTORATE: PLANNING, DEVELOPMENT & INTEGRATED SERVICES
DIVISION: PUBLIC WORKS
LOCATION: WORCESTER

SNR. MANAGER: PUBLIC WORKS (PERMANENT)

SALARY: R 904 997.86 – R 1 174 716.37 per annum (T18)

TOTAL COST TO COUNCIL: R 1 486 305 – R 1 834 034 per annum

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

Ref: PDIS/PW01/1124

JOB PURPOSE:

- Responsible for strategic corporate decision making as member of the Strategic Management Team representing the Public Works Division
- Strategically involved in devising new policies, decision making, financial and functional planning and operation of the Division
- Strategic management in planning and coordinating key performance areas of Public Works which includes:
 - Roads and Storm Water
 - Solid Waste Management, Refuse Removal and Area Cleaning
 - Municipal Facilities: Parks, Open Spaces & Cemeteries, Building Maintenance, Mechanical Workshop and Fleet Management
- Responsible for the provision of a quality, safe and sustainable supply of the diverse Public Works and related services to all consumers within the Breede Valley Municipal Area within the framework of Council policies and the Occupational Health and Safety Act

DUTIES: Planning and formulating policy, introducing and enforcing the same in the Division, including the revision and development of policies regarding quality management systems operational and management strategies. • Identify the short, medium and long term objectives and plans associated with the provision of technical support to the Public Works Division • Manage the operational dimensions and resources, and monitor the utilization and cost effectiveness of activities against operational plans as strategically placed on the short to medium term planning strategies • Responsible for the control and management of the budget and provide input in the Budget Steering Committee • Ensure compliance with the MFMA as well as the financial planning, spending and control of the departmental budget in an effort to optimise sustainable service delivery. • Manage and monitor the implementation of procedures and systems associated with legal and statutory requirements • Oversight over plant, tools, equipment and infrastructure to ensure adherence to legislation • Manage, directs and controls the outcomes associated with utilization, productivity and performance of personnel in Public Works • Manage and review the formulation of tender documents and contracts • Manage and oversee contract implementation • Participate and facilitate in Integrated Development Plan meetings • Investigate complaints and enquiries on service delivery issues received from the public, Councillors, Government Departments and Contractors • Manage the implementation of procedures and systems associated with document flow, quality systems, statutory and audit requirements • Manage and oversee fleet management.

MINIMUM REQUIREMENTS:

- Appropriate B degree, B-Tech or equivalent
- Eligibility for Professional Registration in terms of Act 46 of 2000, sec 18 (1)(a)(i) Professional Engineer, sec 18 (1)(a)(ii) Professional Engineer Technologist or sec 18 (1)(a)(iii) Professional Technician and must complete required professional registration within eight (8) months period from the date of appointment
- Valid Code B driver's license
- Computer literate
- Ten (10) years relevant experience of which 7 years must be in a managerial position.
- Must be able to communicate in at least two (2) of the three (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 5 from page 173/187 of the Competency Framework on our website / on this link- <https://bvm.gov.za/download/municipal-staff-regulations-competency-framework/>)*

Core Professional Competencies: Planning, Organizational Awareness & Attention to Detail.

Functional Competencies: Design, Project Management, Construction, Operations & Maintenance

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

Personal Competencies: Action & outcome orientation, Resilience, Change Readiness, Cognitive Ability, Learning Orientation, Accountability & Ethical Conduct.

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. The Municipality is currently reviewing its organisational structure, the purpose and functions of the post are subject to change.
2. No late applications will be considered.
3. The Municipality is an equal opportunity employer and as such will observe the requirements of the **Employment Equity Act** and its **EE plan**.
4. **Only online applications will be accepted via the link: <https://bvmjobs.mcidirecthire.com>**
5. **When applying via the link above please ensure that you fill in all required fields.**
6. **Also attach an updated CV (Including details of at least 3 contactable WORK REFERENCES and the relevant numbers), certified copies of qualifications, supporting documents, covering letter and driver's licence.**
7. **Applicant with a foreign educational qualification must submit a certificate of verification by SAQA**
8. **Candidates will be subjected to thorough evaluations and that previous and current employer and reference will be contacted. Verification will be done on education qualifications, criminal and credit record.**
9. Any candidate appointed at the **Breede Valley Municipality** will sign an employment and performance agreement that will be subject to probation monitoring and performance monitoring in accordance with the Local Government: Municipal Staff Regulations.
10. **Candidates will be subjected to competency-based assessments.**
11. **Successful candidate will be expected to relocate to the Breede Valley Municipal Area.**

12. **For enquiries contact the Human Resources Office at 023 348 4961 or on email address: jobs@bvm.gov.za**
11. Canvassing with Councillors or any other decision-maker is not permitted, and proof thereof will result in disqualification.
12. Fraudulent qualifications documentation will immediately disqualify any applicant.
13. If you have not heard from us within 60 days of the closing date, please accept that your application has been unsuccessful.

All applications should reach us by **13 December 2024 at 13:00**.

The Municipality reserves its right not to make an appointment