

**RAY NKONYENI MUNICIPALITY
MUNICIPAL NOTICE: 172 of 2024**

Ray Nkonyeni Municipality, an equal opportunity employer, requires the services of suitably qualified, well-motivated, assertive and result driven candidates to appoint to the following posts:

DEVELOPMENT PLANNING SERVICES DEPARTMENT

SENIOR TECHNICAL PLANNER

(TASK GRADE 12)

Salary: R 377 561, 40 – R 490 100, 76 (Excluding all benefits)

Requirements: Degree in Town and Regional Planning • 4 years relevant experience in Town and Regional Planning/IDP • Advanced computer Literacy (MS Office) • Excellent written and verbal communication skills. Valid Code B Drivers License • Experience in Local Government environment would be an added advantage

Key Performance Areas: The successful candidate will participate in both internal and external meetings and present information on developmental planning opportunities and interventions necessary and align same with the municipal IDP • Ensure proper alignment between the IDP, PMS and Budget • Monitor and evaluate projects to ensure they meet town planning regulations and agreed milestones and outcomes • Collect, interpret, and populate data. Submit investigational reports and summaries detailing functional progress • Attend to correspondence and enquiries from all stakeholders referring to policies and council resolutions • Maintain records of work in progress. Conducting situational analysis and feasibility studies to assess the impact of specific project initiatives and opportunities. Identify key deliveries and immediate goals detailed in the councils integrated development plan. Map out initiatives and interventions necessary for the delivery of a professional and quality service. Updating systems information with specific projects aligned with the budget using Mun soft (MSCOA). Analyze existing policies of the municipality to ensure alignment with both National and Provincial government planning policies.

COMMUNITY SERVICES DEPARTMENT

LAUNCH SITE CONTROL OFFICER

(TASK GRADE 9)

Salary: R240 604.92 to R312 309.12 per annum (Excluding all benefits)

Requirements: Grade 12 • Certificate in Basic Life Support (BLS) • Skippers and VHF Radio licence accredited by South African Maritime Safety Authority (SAMSA) 2-3 years relevant experience • Must have knowledge and understanding of Maritime Safety rules and regulations as well as weather conditions • Code 08 Drivers Licence with PrPDP

Key Performance Areas: Co-ordinates tasks/ activities associated with monitoring safety and compliance with launch site bylaws, reports and record offences • Maintain strict control of all vehicular movement within the allocated boat and trailer • Monitor weather conditions and relay weather changes to vessels at sea to ensure safety passage at all times • Coordinate rescue efforts involving National Sea Rescue Institute and SAPS • Investigate accidents/incidents with a view to accurately describing/detailing sequences to facilitate reporting / updating of registers and records • Collection and receipting payments of facility fees and issuing electronically

generated or manually recorded acknowledgements to clients • Compile statistical information of all operation of launch site.

TECHNICAL SERVICES DEPARTMENT

SIGNAGE& ROAD MARKING (TASK GRADE 3)

Salary: R118 716 .24 to R140 145 .24 per annum (Excluding all benefits)

Requirements: Appropriate level of secondary education • 3 to 4 weeks relevant experience • Strong alphabetical and numerical skills • Ability to work independently.

Key Performance Areas: Receiving instructions/guidance from the immediate superior and attends to the preparation work site. (e.g. placing road signage, loading/ off-loading equipment, tools, etc) • Cleaning worksites, stores equipment and tools and loads materials prior to departure from work site • Mark off lines to be painted on the road and apply white, yellow, red and black paint to the road surface • Perform any other duties and responsibilities as and when directed by your supervisor.

Ray Nkonyeni Municipality is guided by the principles of Employment Equity.

Closing date: 13 September 2024

Canvassing of Councillors will disqualify the applicant.

NB: Applications must reach our office by no later than 16h00 on the closing date!

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Submit **Application Form**, CV's with certified copies of all required documents to the Ray Nkonyeni Municipality, Department Corporate Services, 10 Connor Street, P O Box 5, Port Shepstone, 4240.

Enquiries : Human Resources Manager
Telephone : (039) 688 2023 /2075/ 2077

NB : If you don't hear from us within 21 working days of the closing date, regard your application as unsuccessful.