

MUNICIPAL NOTICE: 162 of 2024

Ray Nkonyeni Municipality, an equal opportunity employer, requires the services of suitably qualified, well-motivated, able to work under pressure and with strict deadlines, assertive and result driven candidate to appoint to the following posts:

COMMUNITY SERVICES DEPARTMENT

AREA MANAGER – SOUTH TASK GRADE 14

Salary: R 478 613. 43 – R 621 261. 16 per annum (Excluding all benefits)

Requirements: Grade 12 • Degree in Public Administration or Project Management • Code C1 Driver's Licence • 3 Years Relevant Experience.

Key Performance Areas: the formulation of specific contracts and tender documents • Participates in the appointment of service providers and monitor performance against the agreed terms of such contracts • Deal with technical conflicts and contractual claims and preparing the necessary reports presenting councils arguments at arbitration • Prepare and control the capital and operating budget • Participate in various internal and external Council meeting and provide comments/ opinions on matters affecting or concerning the functionality • Submit SDBIP reports for the relevant functionality • Manage and control the planning of collection of solid waste, verge maintenance and beach cleaning • Manage and control the utilization, productivity and performance of personnel • Monitor and address deviations and implement corrective measures in order to sustain productivity and efficiency • Keep registers and records in order to comply with reporting requirements.

PUBLIC SAFETY DEPARTMENT

CCTV OPERATOR (TASK GRADE 07)

Salary: R189 803 .52 to R246 374 .88 (Excluding all benefits)

Requirements: Grade 12 • Must have at least have 1 year experience in Control Room environment • Computer Literacy • Ability to communicate in local spoken languages (IsiZulu and English).

Key Performance Areas: Receipt and processing of calls for emergency service response and consequential radio and telephone communication • Completing incident report in OB and activity books for legal purposes • Monitor camera screens • React Immediately to alarms raised to activate response to Fire, Law Enforcement, SAPS, Emergency medical and hazardous incidents • Liaising with officials on the ground and emergency agents • Operate hardware and software including radio, computer, automatic call distributor, voice logging system and cellphones • Compile and submit reports relating to the operating efficiency of the CCTV and statistical data relating to emergency incident processed by the centre

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

Closing date: Friday, 16 August 2024

Canvassing of Councillors will disqualify the applicant.

Submit **Application Form**, CVs with certified copies of qualifications to the Ray Nkonyeni Municipality, Department Corporate Services, 10 Connor Street, P O Box 5, Port Shepstone, 4240

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

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.

MR KJ ZULU
MUNICIPAL MANAGER