



# FRANCES BAARD

DISTRICT MUNICIPALITY / DISTRIKSMUNISIPALITEIT  
MASEPALA WA SEDIKA / U MASEPALA WE SITHILI

Frances Baard District Municipality is a dynamic equal opportunity employer where goals are achieved through teamwork and the pursuit of excellence in service delivery. The municipality has the following vacancy:

## ADVERTISEMENT

DEPARTMENT: INFRASTRUCTURE SERVICES  
VACANCY: EXTENDED PUBLIC WORKS CO-ORDINATOR

Ref. no: 08/19

### PERMANENT POSITION TASK: 14

**Basic salary: R352 512.00 – R457 608.00 (plus benefits: Pension, Medical aid scheme, Group life insurance, Housing subsidy, 13th cheque)**

**Requirements:** A National Diploma or B-tech Degree in Civil Engineering or relevant qualification. Minimum of 4 years' experience in the Civil Engineering field. Registration with the Engineering Council of South Africa as a professional technician. In-depth understanding and knowledge of project management guidelines and processes as well as in the construction industry. Proven experience on a supervisory capacity and the ability to communicate effectively with individuals at all levels. The successful candidate must be willing to work independently. Excellent knowledge of local government legislation. Sound knowledge of relevant computer programmes. Code EB (08) drivers' license.

**Key performance areas:** Co-ordinates and provide technical support to local municipalities during the identification, prioritization and implementation phases of the Expanded Public Works Programmes (EPWP) by making available information and guidelines; preparing preliminary designs and contract documentation for projects in accordance with the scope and specifications, monitoring and reporting on key deliverables and executing administrative procedures and applications in order to ensure human settlements projects achieve their intended purpose and outcomes conform with standards. Co-ordinates specific technical applications associated with the identification process and provision of support with respect to specific applications of the Expanded Public Works Programmes by assessing outcomes contained in reports and studies reflecting community needs. Checking Geographic Information System to gather backlog data against key developmental needs relating to human settlements identified in the Integrated Development Plan and Local and Provincial Growth Development Plan. Making available reports of assessments to the immediate supervisor. Providing support to line departments and local municipalities, making available the necessary criteria established to guide the identification and design of Expanded Public Work Programme projects relating to human settlements and associated service infrastructure. Analysing and interpreting operational requirements of the various local municipalities within the District's jurisdiction and interrogating regulations and other related factors requiring consideration during the design phase. Preparing preliminary design proposals applying Computer Aided Design Interprets and apply guidelines on the technical applications associated with the preparation and collation of contract documentation.

**Appointments will be made according to the municipality's employment equity policy and affirmative-action practices. The completion of application forms is mandatory and must be accompanied by detailed and comprehensive curriculum vitae and is to be accompanied by certified copies of ID and qualifications.**

Applications should be forwarded to the following postal address: THE MUNICIPAL MANAGER, FRANCES BAARD DISTRICT MUNICIPALITY, PRIVATE BAG X6088, KIMBERLEY 8300 or hand delivered to: 51 DRAKENSBERG AVENUE, CARTERS GLEN, KIMBERLEY.

Application forms are available from the municipal office and/or may be downloaded from the municipal website; [www.francesbaard.gov.za](http://www.francesbaard.gov.za). Enquiries can be directed to: Mrs. Pulane Matsitse/Ms. Lesedi Thomas, Tel: 053-838 0912/911.

Note: Designated groups, including people living with disabilities, are particularly encouraged to apply.

**FAXED OR EMAILED APPLICATIONS WILL NOT BE CONSIDERED**

Successful candidates will be subjected to a compulsory reference and validation checks. Should you not receive any response from us within 30 days of the closing date, please consider your application as unsuccessful. The District Municipality reserves the right to make no appointments.

Closing Date: 14 May 2019

MUNICIPAL MANAGER, MS ZM BOGATSU