



EXTERNAL VACANCIES

Mogale City Local Municipality is committed to equal employment opportunity as contemplated in the Employment Equity Act 55 of 1998 for the advancement of previously disadvantaged and disabled persons. Mogale City Local Municipality is situated in the West Rand, Gauteng.

**DEPARTMENT: COMMUNITY DEVELOPMENT SERVICES**

**DIVISION: LICENSING**  
**POST: MANAGER - LICENSING**  
**SALARY BAND 3 (Entry R1 350 000.00 Middle - R1,450, 000.00 and Limit Upper - R1 540 000.00) PER ANNUM ALL EXCLUSIVE PACKAGE**

**REQUIREMENTS:** Bachelor's degree/NQF Level 7(360 Credits) in Licensing Practice/ Public Administration/Transportation/ Traffic Management or equivalent. Working knowledge of NatTS and NRTA. Registration with the Department of Transport Safety and Security, Sector Education and Training Authority (SASSETA). 8 years Working Experience in Licensing, 3 years of which should be at junior management level. Valid Drivers license.

**ATTRIBUTES:** Networking and influencing abilities. Self-Management abilities. Client orientation and customer focus. Honesty and Integrity. Self-confident. Ability to work under pressure. Strong emotional intelligence. Decisiveness and objectivity. Professional reliable and ethical. Ability to assess potential problems and give sound judgement. Ability to develop self and others. Ability to work independently and in a team. Tenacity. Charisma. Proactive and innovative.

**KEY PERFORMANCE AREAS:** Planning and Implementation. Monitoring and Evaluating Policy and Standard Operating Procedure. Client orientation. Project review implementation. Licensing Financial & Administrative Compliance Management. Driving Licence Centre Compliance. Testing Authority Management. Motor Vehicle Registration. Fraud and Corruption Management. Assets Register Management. Reporting. Change Management. Stakeholder Relations. Leadership, Organizing and controlling. Performance management of the Division. Human Resource Management. Compliance: Legal Regulatory and statutory framework and processes. Financial Management. Continuous improvements to service delivery. Knowledge and application of all applicable legislation, acts and by laws.

**DIVISION: LICENSING**  
**SUB-DIVISION: MOTOR VEHICLE REGISTRATION AUTHORITY (MVRA)**  
**POST: ASSISTANT MANAGER: MOTOR VEHICLE REGISTRATION AUTHORITY**  
**SALARY BAND 4-4B (R553 788.00 – R738 696.00) PER ANNUM EXCLUDING BENEFITS**

**REQUIREMENTS:** Diploma /NQF Level 6 in Administration Licensing Practice (240 Credits)/ Public Administration / Traffic Management or Equivalent. Working knowledge of NatTS and NRTA. General Management and Leadership Programme. 5 Years Working Experience in Licensing environment, 3 years of which should be at Supervisory Level. Valid Drivers license.

**ATTRIBUTES:** Honesty and Integrity. Ethical Conduct Punctuality. Ability to maintain confidentiality. Transparency Fairness and consistency. Self-disciplined. Excellent sense of responsibility. Networking abilities. Stress management. Innovative. Ability to improvise. Able to work as part of a team and independently. Willing to work under pressure. Client orientation and customer focus. Self-confident. Ability to develop. Networking abilities. Stress management.

**KEY PERFORMANCE AREAS:** Management of Motor Vehicle Registration Authority. Fraud and corruption management. Daily takings. General Administration in the Motor Vehicle Registration Authority. Asset Register Management. Reporting. Customer Relations. Financial Management. Reporting. Human Resource Management. Leadership, controlling and organising. Reporting Human Resource Management. Performance Management of the sub-division. Compliance: Legal Regulatory and statutory framework and processes. Continuous improvements to service delivery. Stakeholder Relations. Knowledge and application of all applicable legislation, acts and by laws.

**DIVISION: SPORTS, ARTS, CULTURE AND RECREATION**  
**SUB-DIVISION: LIBRARY SERVICES**  
**POST: ASSISTANT MANAGER – LIBRARIES**  
**SALARY BAND 4-4B (R553 788.00 – R738 696.00) PER ANNUM EXCLUDING BENEFITS**

**REQUIREMENTS:** B. Bibl/B. LIS/B. Inf (Hons) or PG Dip LIS or equivalent 4-year post matric qualification. Computer Literacy. Registered member of LIASA. 5-8 years relevant experience with supervisory experience. Valid Drivers license.

**ATTRIBUTES:** People management. Conceptual thinking. Organisational awareness. Attention to detail. Professional/technical proficiency.

**KEY PERFORMANCE AREAS:** Project plan development. Project delivery and management. Development and revision of policies. Management of library and information services. Occupational Health Safety (OHS) site visits. Asset management. Procurement processes. Management of the external funding. Customer relations. Stakeholder relations. Reports. Leadership, controlling and organizing. Performance management of the sub-division. Human Resource Management. Change management. Compliance: legal, regulatory and statutory framework and process. Financial Management. Continuous improvement on service delivery.

**DIVISION: SOCIAL DEVELOPMENT**  
**SUB-DIVISION: SOCIAL DEVELOPMENT PROGRAMMES**  
**POST: ASSISTANT MANAGER: SOCIAL DEVELOPMENT PROGRAMMES**  
**SALARY BAND 4-4B (R553 788.00 – R738 696.00) PER ANNUM EXCLUDING BENEFITS**

**REQUIREMENTS:** Bachelor's Degree/NQF 7 level in Social Work/ Equivalent. Computer Literacy: MS Office. Registration with the SACSSP. 5-8 Years working experience in Social Services. Valid drivers license.

**ATTRIBUTES:** Conceptual thinking. Organization awareness. Attention to detail. Monitoring and controlling. Planning and organizing. People management. Professional/ technical Proficiency.

**KEY PERFORMANCE AREAS:** Project management. Programme and project delivery and management. Development and revision of policies. Social research. Grant-in-Aid programme management. Public participation. Community and Education and Awareness campaigns. Student placement programme management. Change management. Reporting. Stakeholder relations. Leadership, controlling and organizing. Performance management of sub-division. Human resource management. Financial management. Compliance: legal regulatory and statutory framework and processes. Continuous improvement on service delivery.

**DEPARTMENT: FINANCIAL MANAGEMENT SERVICES**

**DIVISION: BUDGET AND TREASURY**  
**POSITION: MANAGER: BUDGET AND TREASURY**  
**SALARY BAND 3 (Entry R1 350 000.00 Middle - R1,450, 000.00 and Limit Upper - R1 540 000.00) PER ANNUM ALL EXCLUSIVE PACKAGE**

**REQUIREMENTS:** Honours degree in Finance management/ Accounting/ Cost Management/ Auditing/ Business Administration plus certificate programme in Management Development/ General Management and Leadership Programme. A valid driver's license. 10 years working experience in Finance Environment. 5 years at junior management in Local Government.

**ATTRIBUTES:** Accountability and ethical conduct. Maintain a professional image. Excellent customer service orientation. Good judgement and the ability to access a situation and give sound advice. Attention to detail. Ability to use own discretion in decision making. Flexibility and adaptability. Good level on initiative and sense of urgency. Ability to perform routine tasks. Ability to work independently and in a team. Ability to work under pressure. Honesty and integrity. Self-confident. Self-discipline. Ability to develop self and others. Networking abilities. Co-operative governance. Ability to adapt and respond to change. Knowledge sharing and transfer. Ability to accurately report the requested information to relevant stakeholders. Change leadership.

**KEY PERFORMANCE AREAS:** Planning and implementation. Monitoring and evaluation of policy development review and implementation. Compilation of annual and adjustment budget for the municipality. Management of cash flow. Management of assets. Leadership, controlling and organizing. Performance management of division. Human resource management. Compliance: legal regulatory and statutory framework and processes. Financial management. Continuous improvements on service delivery.

**DIVISION: CREDIT CONTROL**  
**SUB-DIVISION: DEBT MANAGEMENT**  
**POST: ASSISTANT MANAGER: DEBT MANAGEMENT**  
**SALARY BAND: 4-4B (R553 788.00- R738 696.00) PER ANNUM EXCLUDING BENEFITS**

**REQUIREMENTS:** National Diploma/ NQF Level 6 (240 credits) in Finance Management/ Economics/ Accounting / Business Administration Programme in Management Development / General Management and Leadership Programme. A valid driver's license. 3 years working experience in financial environment 3 years of which should be at supervisory level.

**ATTRIBUTES:** Accountability and ethical conduct. Maintaining a professional image. Excellent customer services orientation. Good judgement and the ability to access a situation and give sound advice. Attention to detail. Ability to use own discretion in decision making. Flexibility and adaptability. Good level on initiative and sense of urgency. Ability to perform routine tasks. Ability to work independently and in a team. Ability to work under pressure. Honesty and integrity. Self-confident. Self-discipline. Ability to develop self and others. Co-operative governance. Ability to adapt and respond to change. Knowledge sharing and Transfer. Ability to accurately report the request information to the relevant stakeholder. Change leadership.

**KEY PERFORMANCE AREAS:** Project plan development. Program project delivery and management. Development and revision of policies. Debt collection. Query management. Refund and guarantee. Payment arrangement. Stakeholder Relations. Leadership, controlling and organising. Performance of the Sub-division. Human resource management. Compliance legal, regulatory, and statutory framework and processes. Financial management. Continuous improvement on service delivery.

**DIVISION: FINANCIAL MANAGEMENT SERVICES**  
**SUB-DIVISION: PROPERTY VALUATIONS**  
**POST: VALUER – PROPERTY VALUATIONS X2**  
**SALARY BAND 6-5 (R445 512.00 – R556 356.00) PER ANNUM EXCLUDING BENEFITS**

**REQUIREMENTS:** A relevant 3-year tertiary qualification NQF Level 6 (240 credits) in Real Estate/ Property Studies. Registration as a Professional Associated Valuer in terms of the Property Valuers Profession Act (with restrictions to Municipal Valuations). A valid driver's license. 5-8 years working experience across all property valuation areas.

**ATTRIBUTES:** Ability to give attention to detail. Ability to work independently and in a team. Ability to develop self and others. Proactive and innovative. Client orientated. Honesty and integrity. Self-confident. Ability to work under pressure. Ability to be proactive and creative. Ability to communicate at all levels. Ethical. Networking and influencing abilities.

**KEY PERFORMANCE AREAS:** Value properties for rating purposes. Processing of objections and Section 78 reviews. Processing of appeals through the Valuations Appeals Board (VAB). Resolving queries. Valuations for acquisitions, disposal, expropriation, and rental purposes. Administration of property valuations. Knowledge and application of all applicable legislation, acts and by laws.

**SUB-DIVISION: PROPERTY VALUATIONS**  
**POST: ASSISTANT VALUER: PROPERTY VALUATION**  
**SALARY BAND 9-8 (R294 924.00 – R387 312.00) PER ANNUM EXCLUDING BENEFITS**

**REQUIREMENTS:** A relevant 3-year tertiary qualification NQF Level 6 (240 credits) in Real Estate/ Property Studies. Registration with South African Council for the Property Valuers Profession as a Candidate Valuer. 2 years post registration experience as a Candidate Valuer.

**ATTRIBUTES:** Ability to develop. Ability to work in a team. Self-Management abilities. Client orientation and customer focus. Honesty and integrity. Self-confident. Confidentiality. Networking and influencing abilities. Ability in implementing strategies and concepts.

**KEY PERFORMANCE AREAS:** Value properties for rating purposes. Processing of Objections, Processing of Appeals through the valuation Appeal Board (VAB). Resolving queries. Valuations for Acquisition, disposal, expropriation, and rental purposes.

**DIVISION: EXPENDITURE MANAGEMENT**  
**SUB-DIVISION: PAYMENTS**  
**POST: ASSISTANT MANAGER: CREDITORS**  
**SALARY BAND: 4-4B (R553 788.00- R738 696.00) PER ANNUM EXCLUDING BENEFITS**

**REQUIREMENTS:** A relevant 3-year tertiary qualification, preferably a National Diploma or B Com with Financial Accounting as a major subject. 8 years or more relevant experience covering all aspects of the relevant financial process and the Management of financial information or having gained specialist experience in a finance discipline. Valid Drivers license.

**ATTRIBUTES:** Oral Communication. Witten communication. Organizational Awareness. Problem Solving. Planning and organising. Accounting. Procurement. Budgeting. Financial Management. Costing. Financial Reporting. Financial Process Management. Interpersonal Relationships. Communication. Services Delivery Orientation. Client Orientation and Customer Focus. Action and Outcome Orientation. Cognitive Ability. Change Readiness. Learning Orientation. Impact and Influence. Team Orientation. Direction Setting.

**KEY PERFORMANCE AREAS:** Program and Project delivery and management. Development and Revision of policies. VAT Reconciliation. Audit Pack. Creditors reconciliation and payments. Accounts Creditors. (AC) Age Analysis. Accounting for Leases. Journals Management. Change Management. Other adhoc tasks. Stakeholder Relations. Leadership, controlling and organizing. Performance management of the sub-division. Ensure compliance to Corporate Governance within the Sub-Division. Human resource Management. Compliance: Legal regulatory and statutory framework and processes. Financial Management. Continuous improvement on service delivery.

**DEPARTMENT: OPERATIONS MANAGEMENT SERVICES**

**DIVISION: PERFORMANCE MONITORING AND EVALUATION**  
**SUB-DIVISION: MONITORING AND EVALUATION**  
**POST: ASSISTANT MANAGER: MONITORING AND EVALUATION**  
**SALARY BAND 4-4b (R553 788.00 – R738 696.00) PER ANNUM EXCLUDING BENEFITS**

**REQUIREMENTS:** A relevant 3-year tertiary qualification preferably with courses or specialization in Public Administration or Performance Management / Monitoring and Evaluation or bachelor's degree or Bachelor of Technology. Computer Literacy. 5-8 Years relevant experience required. Valid drivers license.

**ATTRIBUTES:** Organizational awareness / political impact. Information measuring and monitoring. Project Management. Information Management. Planning and Organising. Monitoring and reporting. Service delivery

orientation. Interpersonal Relationship. Action Orientation. Resilience. Client orientation and customer focus. Communication. Learning orientation. Problem solving. Accountability and ethical conduct.

**KEY PERFORMANCE AREAS:** Project management. Development and revision of policies. Programme and project monitoring. Data Analysis. Proper document and information control. Ensure adherence to corporate governance within the section. GIS projects management. Stakeholder relations. Leadership, controlling and organizing. Performance management of the section. Human resources management. Compliance: Legal regulatory and statutory framework and process. Financial management. Continuous improvement on service delivery.

**ECONOMIC DEVELOPMENT SERVICES**

**DIVISION: DEVELOPMENT PLANNING**  
**SUB-DIVISION: GEOGRAPHIC & ECONOMIC INFORMATION SYSTEM**  
**POST: ASSISTANT MANAGER: GEOGRAPHIC INFORMATION SYSTEM**  
**SALARY BAND 4-4B (R553 788.00 - R738 696.00) PER ANNUM EXCLUDING BENEFITS**

**REQUIREMENTS:** National Diploma/NQF level 6 (240 Credits) in GEIS technology/ GEIS Geometric/ GEIS Environmental Science. Plus General Management and Leadership Programme. 2 Years working experience in GIS data interpretation, advance mobile GIS server administration and advance map production, 2 years of which should be at supervisory level. Valid Drivers license.

**ATTRIBUTES:** Ability to conceptualize and develop. Ability to work in a team. Self-management abilities. Client orientation and customer focus. Honesty and integrity. Self-confident. Ability to handle stress and pressure. Strong character and endurance. Ability to keep confidential information.

**KEY PERFORMANCE AREAS:** Project management. Program and project delivery and management. Development and revision of policies. Proactive system maintenance. GIS systems administration. GIS data acquisition and maintenance. General GIS administration. Licensing of software applications. Research of products available on the market. GIS projects management. Stakeholder relations. Leadership, controlling and organizing. Performance management of the section. Human resource management. Compliance: legal, regulatory, and statutory framework and processes. Financial management. Continuous improvement on service delivery.

**KEY PERFORMANCE AREAS:** Responsible for processing of development planning application. Functional Co-ordination. Stakeholder relations. Corporate governance, integration, and coordination. Planning. Leadership, controlling and organizing. Report. Financial management. Continuous improvement to service delivery.

**POSITION: MANAGER – ENTERPRISE AND RURAL DEVELOPMENT**  
**SALARY BAND: 3 (Entry R1 350 000.00 Middle - R1,450, 000.00 and Upper - R1 540 000.00) PER ANNUM ALL EXCLUSIVE PACKAGE**

**REQUIREMENTS:** Degree in Economics. 8 years relevant working experience of which 5 years should be at junior management level. Valid drivers license.

**ATTRIBUTES:** Accountability and ethical conduct. Maintain a professional image. Excellent customer service orientation. Good judgement and the ability to access a situation and give sound advice. Attention to detail. Ability to use own discretion in decision making. Flexibility and adaptability. Good level on initiative and sense of urgency. Ability to perform routine tasks. Ability to work independently and in a team. Ability to work under pressure. Honesty and integrity. Self-confident. Self-discipline. Ability to develop self and others. Networking abilities. Co-operative governance. Ability to adapt and respond to change. Knowledge sharing and transfer. Ability to accurately report the requested information to relevant stakeholders. Change leadership.

**KEY PERFORMANCE AREAS:** Development of economic development strategies, policies and plans. Strategic planning, development, and facilitation. Creating a supportive and enabling environment for the implementation of EPWP. Business Licensing. Policies, procedures and monitoring systems development and management. Stakeholder relations. Communication and reporting. Divisional performance management. Statutory compliance and Council resolution implementation/governance. Financial management. Effective and efficient supervision of subordinates. Report on performance of subordinates. Report on performance of the division. Employee performance management. Management of assets. Leadership, controlling and organizing. Performance management of division. Human resource management. Compliance: legal regulatory and statutory framework and processes. Financial management. Continuous improvements on service delivery.

**DIVISION: TOURISM DEVELOPMENT**  
**SUB-DIVISION: TOURISM INFORMATION & TRANSFORMATION**  
**POST: ASSISTANT MANAGER: INFORMATION & TRANSFORMATION**  
**SALARY BAND: 4-4B (R553 788.00 – R738 696.00) PER ANNUM EXCLUDING BENEFITS**

**REQUIREMENTS:** Bachelor's Degree/ Post Graduate Degree in NQF 7 (360 Credits) and / or B Tech Degree in Tourism / Marketing/ Business Management Programme. 5 years working experience in Tourism Environment, 3 years of which should be at Junior Management Level. Valid drivers license.

**ATTRIBUTES:** Ability to develop. Ability to work independently and in a team. Self-management abilities. Client orientation and customer focus. Honesty and integrity. Self-confident. Ability to work under pressure. Strong emotional intelligence. Decisiveness and objectivity. Professional, reliable and ethical. Networking and influencing abilities. Negotiation skills.

**KEY PERFORMANCE AREAS:** Project design and facilitation. Programme and Project delivery and management. Development and Revision of policies. Tourism Information. Tourism Transformation. Tourism Capacity Building. Promoting and Positioning the Region. Project Co-ordination and Events Management. Assets management. Customer Service. Reporting. Stakeholder Relations. Management and organising. Performance management of the Sub-Division. Human resource management. Compliance: Legal, regulatory, and statutory framework and processes. Financial management. Continuous improvement on service delivery.

**DIVISION: TOURISM DEVELOPMENT SERVICES**  
**SUB-DIVISION: TOURISM INFORMATION & TRANSFORMATION**  
**POST: TOURISM OFFICER: INFORMATION & TRANSFORMATION**  
**SALARY BAND 7-6 (R396 516.00-R491 532.00) PER ANNUM EXCLUDING BENEFITS**

**REQUIREMENTS:** Certificate /Ns in Tourism & Travel/ Hospitality/ Marketing/ Business Development or equivalent. 2 years' working experience in Tourism Environment. Valid drivers license.

**ATTRIBUTES:** Self-management abilities. Client orientation and customer focus. Honesty. Ability to work under pressure. Strong emotional intelligence. Decisiveness and objectivity. Professional, reliable, and ethical. Ability to assess potential problems and make sound judgement. Ability to work independently and in a team. Time management.

**KEY PERFORMANCE AREAS:** Tourism implementation plan. Stakeholder relations. Tourism Capacity Building. Promoting and Positioning the Region. Project coordination and Events Management. Reporting on performance.

**DIVISION: BUILDING DEVELOPMENT MANAGEMENT**  
**SUB-DIVISION: BUILDING CONTROL – REGION A**  
**POST: SENIOR PLAN EXAMINER**  
**SALARY BAND 6-5 (R445 512.00 – R556 356.00) PER ANNUM EXCLUDING BENEFITS**

**REQUIREMENTS:** National Diploma/NQF Level 6 (240 credits) in Built Environment. A valid driver's license. 4 years working experience in Built Environment in Local Government.

**ATTRIBUTES:** Ability to pay attention to detail. Ability to work independently and in a team. Ability to assess potential problems and make sound judgment. Ability to develop self and others. Proactive and innovative. Client orientation and customer focus. Honesty and integrity. Self-confident. Ability to be proactive and creative. Ability to communicate at all levels. Networking and influencing abilities. Information sharing and development trends awareness.

**KEY PERFORMANCE AREAS:** Site Inspections. Scrutinize Building Plans. Excavation/Foundation inspection. Building inspections. Open Plumbing Inspection. Roof Inspection. Fire Plumbing Inspection. Final Completion Inspection. Stakeholder Relations. Operational Process. Continuous Improvement to Service Delivery. Compliance: Legal, Regulatory and Statutory Framework and Process. Financial Management.

**DIVISION: DEVELOPMENT PLANNING**  
**SUB-DIVISION: LAND USE DEVELOPMENT-REGION A**  
**POST: TOWN PLANNER: LAND USE DEVELOPMENT X2**  
**SALARY BAND 8-6 (R350 616.00 – R491 532.00) PER ANNUM EXCLUDING BENEFITS**

**REQUIREMENTS:** National Diploma in Town and Regional Planning/ Development studies/NQF 6(240 credits). 3 years' experience in Town Planning in Local Government. Experience in formulation of Spatial plans and Precinct plans. Valid drivers license.

**ATTRIBUTES:** Ability to develop self and other colleagues. Ability to work in a team. Self-management abilities. Client orientation and customer focus. Honesty and integrity. Ability to communicate at all levels. Ability to apply the principles and rationale for diversification project. Ability to prepare and analyze a full feasible study and financial appraisal. Ability to aid on the more complex aspects. Networking and influencing abilities. Information sharing and development trends awareness. Ability to work under pressure. Attention to detail. Stress tolerance. Good level of initiative and sense of urgency.

**KEY PERFORMANCE AREAS:** Responsible for processing of development planning application. Functional Co-ordination. Stakeholder relations. Corporate governance, integration, and coordination. Planning. Leadership, controlling and organizing. Report. Financial management. Continuous improvement to service delivery.

**DIVISION: SPECIAL ECONOMIC INITIATIVES**  
**SUB-DIVISION: INNER CITY REDEVOPMENT PROGRAMME**  
**POST: INNER CITY PLANNER**  
**SALARY BAND 8-6 (R350 616.00-R491 532.00) PER ANNUM EXCLUDING BENEFITS**

**REQUIREMENTS:** National Diploma in Town Planning or Development Studies. Town Planning and Economic Development. 3 years' experience in the built environment at Local Government. Valid drivers license.

**ATTRIBUTES:** Ability to take instructions. Ability to understand detailed plans and designs. Ability to communicate at different levels. Able to work as part of a team and independently.

**KEY PERFORMANCE AREAS:** Project support. Monitoring and evaluation. Programme support. Administration. Stakeholder meetings.

**DEPARTMENT: CORPORATE SUPPORT SERVICES**

**DIVISION: INFORMATION COMMUNICATION TECHNOLOGY**  
**SUB-DIVISION: IT SECURITY ENGINEERING**  
**POST: ADMINISTRATOR: ACCESS CONTROL ENGINEERING**  
**SALARY BAND 8-6 (R350 616.00 – R491 532.00) PER ANNUM EXCLUDING BENEFITS**

**REQUIREMENTS:** National Diploma/ NQF Level 6 (240 credits) in Security Management. Certification in control room environment. A valid driver's license. 3 years working experience in access control and surveillance or control room environment.

**ATTRIBUTES:** Business Communication. Organizational Awareness. Consulting. Planning and organizing. Monitoring and Control. Negotiation. Oral Communication. Written Communication

**KEY PERFORMANCE AREAS:** Project delivery and management. Administration and Monitoring. Biometric access control Systems Maintenance. End User Support and Training. Continuous Improvement. Risk Assessment and Treatment. Licensing of access control surveillance software application. Research. Stakeholder Relations.

**DIVISION: HUMAN RESOURCE MANAGEMENT**  
**SUB-DIVISION: OCCUPATIONAL HEALTH AND SAFETY**  
**POST: PRACTITIONER: OCCUPATIONAL HEALTH AND SAFETY**  
**SALARY BAND 8-6 (R350 616.00 – R491 532.00) PER ANNUM EXCLUDING BENEFITS**

**REQUIREMENTS:** Grade 12/NQF level 4. Plus Higher Certificate/NQF level 5 in Safety Management Training. Certificate. 3 years working experience in Occupational Health or Risk Management, 1 Year of which should be at supervisory level.

**ATTRIBUTES:** Technical and knowledge of risk control philosophy and techniques. ISO 9000/1400/1800. Occupational Health and Safety Act. Microsoft office suit. Knowledge of lifting equipment. Knowledge of Batho Pele Principles. Organizational awareness. Knowledge of South African Legislation and municipal by-laws. Knowledge in formulating strategies and concepts. Understanding of the municipality's financial management act.

**KEY PERFORMANCE AREAS:** Hazard identification and risk assessment (HIRA). Health and safety inspection. Occupational health and safety audit. Adherence to the occupational health and safety legislation, corporate governance. Occupational health and safety training. Emergency and Evacuations. Incidents / accidents investigation. Stakeholder relations. Report writing.

An Application letter stating the post you are applying for with attached detailed Curriculum Vitae, certified copies of ID and all the relevant qualification certificates should be submitted. Documents should be certified from original and certification should not be older than 3 months. Applications should be hand- delivered to Mogale City Local Municipality, Human Capital Management Offices, Corner Market and Commissioner Street, Krugersdorp or posted to P O Box 94, Krugersdorp, 1739.

Women and persons with disabilities are encouraged to apply. No faxed and e-mailed applications will be accepted. Late applications will NOT be accepted. If you do not hear from us within 90 days of the closing date, please consider your application unsuccessful.

The Municipality reserves the right to appoint or not to appoint.

Shortlisted candidates may undergo criminal, credit and/reference checks & qualification verification where necessary. Failure to comply with instructions will result in the application not being considered.

All enquiries can be directed to: (011) 951 2585/ (011) 951 2019/(011) 951 2592.

**CLOSING DATE: 13 MARCH 2023**