



VACANCY ADVERTISEMENT

The KwaDukuza Municipality seeks to fill the following positions and accordingly invites applications from **persons who meet the requirements** as indicated. **Please note that the post title and post identification number (KZ292.) MUST be indicated on your application which MUST be accompanied by certified copies of your qualifications, identity document and driver's licence where applicable.** Applicants are also advised to ensure that their applications address the selection criteria in terms of qualifications, experience and any other requirements as set out in the relevant advertisement as shortlisting will be based on these selection criteria.

Post Title	MANAGER: REVENUE ASSURANCE	
Business Unit	OFFICE OF THE MUNICIPAL MANAGER	
Notice Number	MN32/2025	
Reference	KZ292OMMRPU001	
Task Grade	TASK GRADE 15: R 576 616.68 – R 748 486.20 Per Annum, plus cell phone allowance as per council policy	
Minimum Competence Requirements	Applicants for posts affected by the National Treasury Minimum Competency Regulations, 2007 will be required to obtain those competencies within 18 months from the date of commencement.	
Requirements	National Diploma at an NQF level 6 / Degree in Accounting or equivalent, Relevant experience (3-4 years), Auditing background will be an added advantage	
Duties	To manage and oversee: <ul style="list-style-type: none"> - The day to day activities to revenue anomalies, cost recoveries and accounting related to trading and non-trading services. - Analyse and identifying of revenue leakages at an organizational level. - Investigation of consumption and leakages within the trading and non-trading revenue services. - Identification of any potential leakages and resulting losses in council tariffs related to trading and non-trading revenue services. - Communication of the outcome of analyses and results as identified. - Reduction of revenue leakages by promptly identifying potential revenue leakage incidents proactively and in real or near-real-time. - The performance of simple and user-friendly analytics of revenue leakages and losses as well as customized reporting to employer affected business units on revenue leakages and losses were identified. - The administration of any automated and semi-automated systems related to revenue leakages thus resulting in revenue assurance. - Automated or semi-automated operations to provide rapid decision making in a data-heavy landscape. - Active protection of revenue streams for positive proof of value. 	
Post Title	MANAGER: TECHNICAL SUPPORT	
Business Unit	ELECTRICAL ENGINEERING SERVICES BUSINESS UNIT	
Reference	KZ292EEO016	
Task Grade	TASK GRADE 15: R 576 616,68- R 748 486,20 Per Annum, plus locomotion allowance and cell phone allowance as per council policy	
Minimum Competence Requirements	Applicants for posts affected by the National Treasury Minimum Competency Regulations, 2007 will be required to obtain those competencies within 18 months from the date of commencement.	
Requirements	National Diploma in Electrical Engineering (NQF Level 6), Medium Voltage Switching Certificate will be an added advantage, Code 08 driver's license or Higher, Minimum 5 years of experience in power utility environment, Computer literacy (MS Word/Excel), High Voltage (11/33 kV or above) environment (Minimum 5 years' experience in the supervision), Report writing Skills.	
Duties	Manage, organise and control effective operation of electrical network support business process by ensuring the provision of effective management of resources to perform electrical infrastructure inspections, root cause analysis of electrical infrastructure failures and investigation of future technology usage trends. Give support to development of specifications and tenders. Present KwaDukuza municipality in events of AMEU, SARPA, SAIEE	
	KPA	KPI
	Operations	1. Coordination and Management 2. Information 3. Vehicles Operation
	Electrical Function	1. Investigations, Root cause analysis, fault finding and repairs 2. Inspections 3. Tenders development 4. Procurement and SOP development
Post	MANAGER: MOTOR LICENSING & TESTING	
Business Unit	COMMUNITY SAFETY	
Reference	KZ292CSSTAO 001	
Task Grade	TASK GRADE 15 : R 576 616,68 – R 748 486,20 Plus Locomotion and cell- phone allowance in terms of Council's policy.	
Minimum Competency Requirements	Applicants for posts affected by the National Treasury Minimum Competency Regulations, 2007 will be required to obtain those competencies within 18 months from the date of commencement.	
Requirements	Gr.12 at an NQF level 4, Traffic Officer's Diploma and Proof of Registered as such, Vehicle and Driver's license Examiner Certificate, Peace Officer Certificate or must be able to obtain on appointment, A National Diploma / Degree qualification in Public Administration/ Public Management/ Management/Traffic/ Municipal Policing, Code EC driver's license, Computer literate (MS Word & Excel). Minimum of 5 years relevant experience within a Traffic Policing Environment of which 3 years must be at a Management level.	
Duties	Communicating with Director: Traffic & Protection Services on specific key Performance areas finger printing, eye testing, learners, driver and vehicle testing and the registration and licensing of motor vehicles with a view to align functions and service delivery objectives against the capacity and capability of the division. Formulating operational plans and addressing the implementation of key administrative and technical deliverables with respect to vehicle and driver testing and licensing. Reporting internal/external (South African Bureau of Standards, Department of Transport, etc.) on implementation of the Quality Systems and Statutory requirements with regards to vehicle testing and licensing processes and interventions and providing reasons and recommendations to improve and or sustain the effectiveness of current applications.	

PLEASE NOTE:

1. Applications are to be addressed to the **Municipal Manager, KwaDukuza Municipality, P.O. Box 72, KwaDukuza, 4450 for attention the Human Resources Department**, and may be posted or hand delivered. (Note that hand delivered applications must be handed to the HR Officer, 34 Chief Albert Luthuli Street OK MALL BUILDING KwaDukuza) For enquiries Please call 032 437 5142/ 5150.
2. The Closing date and time is **TUESDAY, 18 MARCH 2025 AT 12H00**. No applications will be accepted after the closing date and time.
3. Please **DO NOT** fax or e-mail applications. Please also **DO NOT** submit applications on **Z 83 forms**. Please **NOTE THAT APPLICATIONS MUST BE SUBMITTED ON KWADUKUZA MUNICIPALITY'S APPLICATION FORM WHICH IS OBTAINABLE ON THE MUNICIPALITY'S WEBSITE (www.kwadukuza.gov.za)**
4. KwaDukuza Municipality adheres to the National Employment Equity Act and preference will be given to appointments that assist in achieving current targets of the municipality.
5. Further communication will only be with shortlisted candidates; such shortlist being confined to the candidates that best meet the requirements according to the information supplied in their CV's. Candidates not contacted within 3 months of the closing date may consider their applications unsuccessful.
6. Council reserves the right not to appoint any candidate to this post or to make required adjustments.
7. Canvassing to Councilors/ Managers for preference on appointment is prohibited and may lead to disqualification of applicants.