

# VACANCIES

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 (KDM.) 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.

**PLEASE NOTE THAT APPLICANTS FOR POSTS BELOW TASK GRADE 11 ARE REQUIRED TO ATTACH THE PREFERRED EMPLOYMENT OPPORTUNITY FORM OBTAINABLE FROM KDM HUMAN RESOURCES WHICH MUST BE SIGNED BY A WARD COUNCILLOR, AS PREFERENCE WILL BE GIVEN TO LOCAL RESIDENTS.**

## ELECTRICAL ENGINEERING SERVICES

### KZ292EES002: ADMINISTRATION OFFICER

TASK GRADE 10: R 222 801.84 –R 289 195.80 p.a.)

**Requirements:** grade 12 at an NQF level 4, Relevant Tertiary administration Qualification (NQF level 6), Computer Literacy (Office applications) and Relevant Administrative experience in Municipal Environment 2-3years, Code 08/B driver's licence

**Duties:** Please log on to [www.kwadukuza.gov.za](http://www.kwadukuza.gov.za) to view duties.

## CIVIL ENGINEERING SERVICES & HUMAN SETTLEMENT

### KZK292CECE004: SENIOR TECHNICIAN

TASK GRADE 12: R 310 529.04 – R 403 088.16 per annum. Plus Locomotion and cell-phone allowance in terms of Council's policy.)

**Requirements:** Grade 12 at NQF 4, a National Diploma in Civil Engineering at an NQF 5/6 or any related field and a valid Code B/08 driver's license. Computer literate (MS Word & Excel) must have 3-4 years' relevant experience.

**Duties:** Please log on to [www.kwadukuza.gov.za](http://www.kwadukuza.gov.za) to view duties.

## COMMUNITY SERVICES & PUBLIC AMENITIES

### KZ292CMSW 004: FOREMAN/LADY: WASTE MANAGEMENT

TASK GRADE 9: R197 887.92 – R256 861.68 p.a

**Requirements:** A Grade 12 certificate, Code EC Driving License with PDP & relevant 2 – 3 years supervisory experience.

**Duties:** Please log on to [www.kwadukuza.gov.za](http://www.kwadukuza.gov.za) to view duties.

### PLEASE NOTE:

- 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 H.R Officer/Clerk, number 34 OK Mall, Chief Albert Luthuli Street, KwaDukuza, Contact No. 032 437 5153/5142
- The Closing Date and time is TUESDAY, 07 July 2020, at 12H00. No Applications will be accepted after the closing date and time.
- Please DO NOT fax or e-mail applications. Please DO NOT submit applications on Z83 forms. Please NOTE THAT APPLICATIONS MUST BE SUBMITTED ON KWADUKUZA MUNICIPALITY'S APPLICATION FORM WHICH IS OBTAINABLE ON THE MUNICIPALITY'S WEBSITE ([www.kwadukuzamunicipality.gov.za](http://www.kwadukuzamunicipality.gov.za)) KwaDukuza Municipality adheres to the National Employment Equity Strategy. Post levels are subject to conversion according to the TASK Job Evaluation system. 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 off the closing date may consider their applications unsuccessful. Council reserves the right no to appoint. Canvassing to Councillor's in form of gifts is prohibited.