

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	DIRECTOR: HUMAN SETTLEMENTS
Business Unit	ECONOMIC DEVELOPMENT AND PLANNING
Reference	KZ292CEPMI001
Task Grade	TASK GRADE 19: R986 181,00 - R1 280 135,28 Per Annum, plus locomotion allowance and cell phone allowance as per council policy
Notice number	MN:88/2025
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	Bachelor's Degree or Equivalent Qualification in Built-In Environment, Construction Management, Civil Engineering, Housing/Human Settlements, Quantity Survey, Town Planning or Project Management. NQF Level 7, Code: B/EB Drivers Licence. Five-years of middle management experience within human settlements/housing development environment, coupled with extensive knowledge, experience and exposure in the planning, development and implementation of various typologies of human settlements projects in line with Housing Code. Experience in the Municipal or Social Housing projects and management of multi-disciplinary implementation teams will serve as an advantage.
Duties	Manages and provide Human Settlement service with respect to the execution and implementation of housing development projects through the management of the process of analyzing, investigating, assessing and mapping out critical housing deliverables and costing frameworks. Execution and application of procedures, regulations and standards, preparing and defending contractual terms. Ensure that key projects milestones are accomplished in line with IDP, approved Human Settlements Budget and signed Tripartite/Bilateral agreements with the Provincial Human Settlement Department. Ensure that the municipality implement its approved Priority Human Settlements and Housing Development Areas (PHSDSA) and KwaDukuza Municipality Human Plan. Ensure that the municipality implement various human settlements instruments (i.e. Financed Linked Individual Subsidy (FLISP), Social Housing, Community Residential Units, and disposal of services sites) and priorities to ensure its responsiveness to rapid urbanization and housing needs by various sectors. Manage and control informal settlements, land invasions and implementation of the PIE and ESTA acts, as far as the human settlement's role is concerned. Fast track the implementation of the Title Deeds restoration programme and general protection of land tenure for the human settlement beneficiaries. Manage and lead the human settlements unit, by ensuring that all allocated resources are efficiently and effectively use. Further ensure that there is an active citizenry in human settlement development, by ensuring that there is a strong social facilitation, consumer awareness and buy-in in all projects. Ensure that all legislative requirements, municipal policies, and procedures are complied with, by the unit.

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 HR Officer, 34 Chief Albert Luthuli Street **OK MALL BUILDING** KwaDukuza) For enquiries Please call **032 437 5142/ 5153**.
- The Closing date and time is **Tuesday, 03 June 2025 at 12H00**. No applications will be accepted after the closing date and time.
- 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)**
- 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.
- 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.
- Council reserves the right not to appoint any candidate to this post or to make required adjustments.
- Canvassing to Councillors / Managers for preference on appointment is prohibited and may lead to disqualification of applicants.