

## MOGALAKWENA LOCAL MUNICIPALITY

*hereby invites applications from experienced, qualified, innovative, committed, energetic individuals with vision for appointment to the following positions:*

### DEPARTMENT OF DEVELOPMENTAL SERVICES TOWN PLANNING OFFICER: ENVIRONMENTAL

#### **Duties:**

Reporting directly to the Town Planner, the incumbent will perform the following duties:

- Law Enforcement: Conduct compliance and enforce actions in the municipality and drive associated processes
- Environmental Impact Analysis (EIA): Manage the EIA processes, other permit/license applications and authorization processes within the municipality
- Provide comments on environmental impact assessment reports submitted to the municipality by developers
- Quality Control & Risk Management: Implement relevant environmental management tools e.g. SANS /ISO 14001 to manage environmental risks and ensure quality of services and standards
- Policy Development: Advice and assist with the development of relevant policies, by-laws and legal instrument (i.e. EMP, EMF)
- Environment awareness: Capacitating and educating stakeholders on environmental and legal compliance considerations, provide support primarily to communities and community structures in terms of their environmental obligations as well as their environmental legal rights and associated obligations
- Environmental Compliance Audits: Develop procedures and processes and apply relevant tools to audit and monitor the municipality on their environmental legal compliance obligations
- Environmental Reporting: Submission of appropriate reports to council and council structures, government and stakeholders
- Perform any other reasonable task.

#### **Requirements:**

1. Appropriate ¾ years B. Degree (or equivalent) in Environmental Management / Science.
2. A post graduate degree preferably Honours / Master in Environmental management / Science will be an added advantage
3. A minimum of 2 – 3 / more years working experience both in private / government sector in the field of environmental science with specific exposure and experience gained in dealing with environmental compliance, enforcement, environmental impact assessment, environmental management system, tools and environmental planning required.
4. Exposure to environment education and awareness activities will also be an added advantage
5. A valid drivers license

#### **Knowledge, Skills and personal Attributes:**

The successful candidate must be a self-starter, a problem solver, show passion and enthusiasm for the environment and care thereof. The ability to network, communicate and interact with varied stakeholders in the private, public and government sector, NGO's and community organization from both rural and urban environments. Proven verbal and written communication skills (report writing and presentation skills).

**Salary Scale:** R 232 284, 00 – R 256 485, 00 per annum

### OFFICE OF THE MUNICIPAL MANAGER PERFORMANCE MANAGEMENT SYSTEMS OFFICER

#### **Duties:**

Reporting directly to the Divisional Head: Performance Management System, the incumbent will perform the following duties:

- Render support to departments
- Assist in the coordination of the performance management System activities
- Assist in the coordination processes of Performance management
- To ensure compliance with legislative requirements
- Render divisional management support
- Compile reports regarding performance management
- Perform any other reasonable task.

#### **Requirements:**

B.Degree or N. Diploma in Human Resources Management or public Management or Equivalent qualification. Must have 2 – 3 years experience in performance management.

**Salary Scale:** R 232 284, 00 – R 256 485, 00 per annum

**CLOSING DATE:** 27 September 2013

**Mogalakwena Municipality is committed to employment equity and applications from designated groups are encouraged.**

**NB: The language policy of the Council is English**

**Appointments in the above-mentioned positions will be the competency of the Municipal Manager and no canvassing will be allowed.**

**Enquiries should be directed to:**

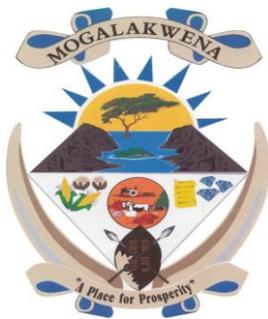
**Ms. K Bontsi – (015) 491 9634 OR Ms. S S Baloyi – (015) 491 9794**

The compulsory Mogalakwena Municipality's application form (obtainable from [www.mogalakwena.gov.za](http://www.mogalakwena.gov.za) or from the Mogalakwena municipal offices) and certified copies of qualifications should be sent to The Acting Manager: Corporate Support Services, P O Box 34, Mokopane, 0600. If there is insufficient space on the application form, a CV could be attached for additional information.

**ONLY CANDIDATES WHO COMPLETE THE APPLICATION FORM IN FULL AND ATTACH CERTIFIED COPIES OF QUALIFICATIONS WILL BE CONSIDERED DURING SHORT LISTING.**

**PLEASE NOTE THAT FAXED OR E-MAILED APPLICATIONS WILL NOT BE ACCEPTED.**

Should you not hear from us two months after the closing date you may assume that your application was unsuccessful. No further correspondence will be entered into with regard to this matter.



The Acting Municipal Manager  
L F Masibe  
54 Retief Street  
Box 34  
**MOKOPANE**  
0600

Notice number: 167/2013  
September 2013