

# Kareeberg Municipality

## VACANCIES / VAKATURES

**DIRECTORATE: INFRASTRUCTURE**  
**JOB TITLE: TECHNICAL OFFICER: PMU & CAPITAL PROJECTS**  
**REF: 23/2023**  
**6 MONTHS CONTRACT POSITION**  
**CLOSING DATE: 31 AUGUST 2023 @12PM**

Kareeberg Local Municipality (NC074) in Pixley Ka Seme District Municipality, Northern Cape, invites applications from suitable qualified candidates to fill the following vacant position within its establishment.

### **Duties:**

- Managing the key performance areas and result indicators associated with the managing, monitoring, maintaining and co-ordinating the planning of infrastructure projects activities and co-ordinating of the spatial planning and control of the Department: Infrastructure within the Municipal area to accomplish immediate, short and longer term service delivery objectives.
- Identifies and defines immediate, short and long term objectives / plans associated with capital / maintenance / external funded projects.
- Directs and controls outcomes associated with utilization, productivity and performance of personnel within the PMU (Project Management Unit).
- Prepares capital and operating estimates and controls expenditure against the approved budget allocations.
- Manages the formulation of specific contracts and tender documents and controls contractual obligations.
- Directs and controls the professional, technical and operational outcomes associated with the functions related to planning and project management of infrastructure.
- Disseminates functional and operational information on the immediate, short and long term objectives and current developments, problems and constraints.

### **Requirements:**

- A relevant tertiary qualification in management / project management / civil engineering.
- Minimum 5 years' experience at middle management level.
- Code B Drivers License.
- Computer Literate in MS Office package.

### **Competency:**

Competency level for this position is a level 4 (PROJECT / PROGRAMME MANAGEMENT COMPETENCY FRAMEWORK) as stipulated in Annexure A of the Municipal Staff Regulations Government Notice R890 as promulgated in Government Gazette 45181 dated 20 September 2021.


### **Remuneration:**

Salary: R429 494 (Excluding benefits)

### **Applications:**

Candidates are required to complete the prescribed "Application for Employment" form, which is obtainable from the municipal website at [www.kareeberg.co.za](http://www.kareeberg.co.za) and must be completed in the

applicant's own handwriting (failure to do so will result in the candidate being disqualified). Short-listed candidates will be subject to security vetting / screening, verification of qualifications and employment history / reference checks. The application form must be accompanied by a detailed CV, certified copies of qualification not older than 3 months, drivers license, ID Document and any other relevant supporting documents. The application must be submitted to:

  
**Mr MT Mongwe**  
**The Acting Municipal Manager**  
**Kareeberg Municipality**  
**Private Bag X226**  
**Carnarvon**  
**8925**

NB: No late applications and applications sent by fax or e-mail will be accepted.  
If you do not receive any communication for Kareeberg LM within 30 days from the closing date of this advert, please accept that your application was unsuccessful.  
Kareeberg LM reserves the right to appoint or not to appoint any person.  
Applications should be clearly marked with the JOB TITLE AND REFERENCE NUMBER.

Enquiries may be directed to the Acting Municipal Manager, Mr MT Mongwe at 053 – 382 3012 during office hours.