

## **JOE GQABI DISTRICT MUNICIPALITY**

### **NOTICE 56/2022**

The Joe Gqabi District Municipality is a Category 4 Municipality, with its seat in Barkly East and covers the area of Walter Sisulu (Burgersdorp, Steynsburg and Venterstad, Maletswai and James Calata), Senqu (Lady Grey, Sterkspruit, Barkly East, Rhodes and Rossouw) and Elundini (Ugie, Nqanqarhu, Mount Fletcher and the rural part of Tsolo and Qumbu).

**APPLICATIONS FROM SUITABLY QUALIFIED CANDIDATES ARE INVITED FOR THE FOLLOWING POSITIONS:**

#### **MANAGER: DISASTER, FIRE AND RESCUE SERVICES**

**(Task Grade 16 of a Category 4 Local Authority)**

#### **REMUNERATION**

An annual salary of **R589 432** per annum is on offer.

#### **FRINGE BENEFITS**

Normal fringe benefits include leave, membership to a group life scheme, housing / rent subsidy on certain conditions, pension/provident fund, car allowance, cellphone allowance and membership to a medical aid scheme subsidised by Council.

#### **REQUIREMENTS**

- Grade 12.
- Degree in Fire Technology, Disaster Management, Public Management or Public Administration.
- Post Graduate qualifications would be an added advantage.
- HPCSA registration is an advantage.
- Experience of at least five (5) years in a management role.
- Code EB Drivers License

## **COMPETENCES**

- Excellent Communication Skills
- Project Management Skills
- Planning and Organising Skills
- Team builder and Player
- Strategist and excellent planner
- Computer Literacy
- Customer focused

## **CORE RESPONSIBILITIES**

- Responsible for management, monitoring and evaluation of operations of the emergency services provided by the District Municipality (Disaster, Fire and Rescue)
- Overseeing district wide operational preparedness and response.
- Managing and providing strategic direction to the section and its staff.
- Managing and ensuring effective and efficient administration of the section.
- Exercising delegated authority and executing tasks as outlined in annual service delivery plans.
- Managing available resources to achieve the most effective service possible.
- Instituting measures to promote the mitigation of risks where possible.
- Establishing and maintaining stakeholder structures and ensuring ongoing coordination and co-operation between them.
- Ensuring compliance to relevant legislation and the meeting of standards.
- Compiling and monitoring operational performance and report regularly to authorities
- Developing and implementing relevant plans and systems to improve the quality of the services rendered.
- Ensuring that the sections policies and strategies are aligned to the IDP and Budget.
- Any other function as may be reasonably delegated by management or falling within the ambit of the Disaster Management, Fire and Rescue Services function and as outlined in the relevant job description.

Kindly submit a detailed CV together with a prescribed application form and relevant valid certificates and documents to the attention of the Manager: Human Resources. No faxed, emailed or late applications will be accepted. Canvassing and/or lobbying of a Councillor and officials will not be accepted and non-compliance thereof shall immediately disqualify any applicant.

***Please note that non-completion of the official Joe Gqabi District Municipality Application for Employment Form will immediately disqualify any applicant. The Z83 application form as well as the "Joe Gqabi District Municipality Senior Management Application Form" will also not be accepted. The relevant form is obtainable from the Human Resources Section at the Barkly East Offices of the Joe Gqabi District Municipality and can also be downloaded from <http://www.jgdm.gov.za/>.***

***"The Joe Gqabi District Municipality is committed to Employment Equity and to the creation of a working environment that is welcoming of all applicants. Applicants from the target groups as per the approved Employment Equity Plan of the Municipality will receive preference."***

Should you not receive any response within two (2) months after the closing date, please accept that your application was unsuccessful. Applications to be sent to or handed in at the address below:

**ATTENTION: MANAGER: HUMAN RESOURCES AND LABOUR RELATIONS**

**Mr. MP Nonjola**

Acting Municipal Manager  
Cnr. Cole and Graham Street  
Private Bag X102  
Barkly East  
9786

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

**ENQUIRIES: OLWETHU NOHOLOZA**

Tel No: (045) 979 3175  
File No: 4/6/3/8

**CLOSING DATE: 12 AUGUST 2022**