

VACANCY VAKATURE



EXTERNAL CIRCULATION

DIRECTORATE: ELECTRO-TECHNICAL SERVICES

POST DESIGNATION: MANAGER (GIS & PLANNING)

PERMANENT APPOINTMENT

WC0440492

REFERENCE: 2884681

Salary	: R 578 580 – R751 080 per annum T15
Additional Service Benefits	: Medical Aid, Pension, Housing Allowance (subject to prescribed requirements), 13th Cheque and Group Life Insurance
Perks	: Cellphone and Vehicle Allowance (subject to prescribed requirements)

MINIMUM REQUIREMENTS:

- A relevant professional tertiary qualification in GIS
- Registration with SAGC as GIS/c Technologist or Professional (Registration required)
- Code B driver's license.
- Computer literacy: MS Office
- 8 years and more relevant post qualifying experience covering all aspects of the GIS function

COMPETENCIES:

- Organisational awareness
- Problem solving
- Planning & Organising
- Information management
- Data capture & exchange
- Database design & management
- Professional conduct
- GIS system and software
- Image analysis
- Spatial awareness & analysis
- Information technology
- Consulting
- Interpersonal relationships
- Communication
- Service delivery orientation
- Client orientation and customer focus
- Action orientation
- Resilience
- Change readiness
- Learning orientation
- Problem solving
- Accountability and ethical conduct
- Impact and influence
- Team orientation
- Direction setting
- Coaching and mentoring

KEY PERFORMANCE AREAS:

- Ensure data obtained is managed and converted for inclusion in the GIS for future access or retrieval and to provide a quality mapping and spatial analysis database for use in the GIS and Drafting Section.
- Ensure the activities, projects and assignments associated with the Directorate are monitored, deviations addressed and corrective measures introduced to curb non conformance, poor quality and performance enabling the department to deliver in accordance with the laid down objectives, procedures and cost parameters.
- Have an updated system with accurate asset information that can be used for the management of these assets in terms of maintenance, finance and planning functions.
- Ensure a climate conducive to promoting and sustaining productivity, performance and improving the quality of work enabling the Contractor to meet contractual obligations and service delivery objectives and the completion of projects on time, within budget and to specification.
- Ensure continued identification of projects and interaction with internal and external parties in the execution thereof.
- Uphold a safe and continuous supply of electricity and maintain a good service delivery to consumers.
- Ensure accurate budget control in meeting objectives and sustaining quality standards of service delivery.
- Ensure continuous interaction with concerned parties on the status of project progress and on related matters.
- Ensure that all personnel in the Draught / GIS Office is suitably equipped with the knowledge to promote a positive work environment.

CONDITIONS ATTACHED TO THE POST

- Must be able to meet deadlines
- Must have supervisory skills
- Must have analytical skills
- Must have good communication and interpersonal skills
- Must maintain good consumer and customer relations
- Must be able to handle conflict and work under pressure
- Must be able to pay attention to detail
- Must be able to apply discretion in swift changing circumstances
- Must not be afraid of heights
- Must use own judgement in the sequence of performing duties
- Must be able to speak at least 2 of the 3 official languages of the Western Cape

ENQUIRIES: MR. K WILKEN (044 – 801 9200)

INSTRUCTIONS TO APPLICANTS

Applicants must submit a formal application form with all fields completed and a comprehensive CV, certified copies (not older than 6 months) of relevant qualifications, identity document and driver's license, if applicable. Applications must be submitted **electronically** preferably as one PDF document to ElectrotechPosts@george.gov.za. Application forms can be obtained from the Municipal website, www.george.gov.za and must reach the Human Resource Department on or before **[03 November 2023]** at 12:00pm. **Applicants must clearly state the reference number and position title in the subject line of the email.**

Only electronic applications will be accepted.

Disqualification:

Please note that the following will lead to disqualification:

- Non-submission of required documents or submission of fraudulent documents.
- Canvassing of Councillors and/or officials.
- Non-adherence to the instructions on the advertisement.

NB: Please note, where necessary, shortlisted candidates will be subjected to a screening and vetting process. By applying for this position, candidates agree to background checks being performed which will include reference and other relevant checks.

The Municipality reserves the right not to make an appointment.

Should you not hear from us within 3 months of the closing date, kindly regard your application as being unsuccessful.

George Municipality is an equal opportunity employer which subscribes to the principle of affirmative action and Employment Equity. Preference will be given to applicants from the designated/under-represented groups.

The appointment will be subject to the need for signing of an employment contract and, where applicable, a performance agreement and disclosure of benefits and interest.

CLOSING DATE: [03 NOVEMBER 2023]

VACANCY VAKATURE



SIJIKELIZISWA NGAPHANDLE

ICANDELO LOLAWULO: IINKONZO ZOMBANE NOBUGCISA

IGAMA LESIKHUNDLA: UMPHATHI (GIS & NOCWANGCISO)

UKUQESHA NGOKUSISIGXINA

WC0440492

IREFERENSI: 2884681

- Umvuzo** : R 578 580 – R751 080 ngonyaka T15
- Iinzuzo ezongezelelweyo zenkonzo** : Uncedo loNyango, Umhlala phantsi, Isibonelelo seZindlu (ngokuxhomekeke kwiimfuneko ezimiselweyo), Itshekhi ye-13 kunye ne -Inshurensi yoBomi beQela.
- Izongezo zomvuzo** : Isibonelelo sikaNomyayi kunye neSithuthi (ngokuxhomekeke kwiimfuneko ezimiselweyo),

IIMFUNeko EZINCINANE

- Isiqinisekiso esinxulumeneyo semfundo ephakamileyo yobuchule kwiGIS
- Ukubhaliswa kwi-SAGC njengoMfundi woBugcisa we-GIS/c okanye iNgcali (Ubhaliso luyafuneka)
- Ikhawudi B yePhepha -mvume lokuqhuba
- Ulwazi lwekhomyutha: MS Office
- Iminyaka esi-8 kunye namava angaphezulu anxulumeneyo kwisithuba sokufaneleka esibandakanya yonke imiba yomsebenzi weGIS

UBUCHULE:

- Ulwazi loMbutfo
- Ukusombulula ingxaki
- UCwangciso noLungiselelo
- Ulawulo loLwazi
- Ukufakwa kolwazi kwiKhopyutha & notshintshiselwano
- Uyilo nolawulo lovimba weenkukacha
- Ukuziphatha ngokuchubekileyo
- Inkqubo yeGIS kunye nesoftware
- Uhlalutyo lwemifanekiso
- Ukwazisa ngesithuba & noHlalutyo
- Ezobuchwepheshe
- Ukucebisana
- Ubudlelwane phakathi kwabantu
- Unxibelelwano
- Ukuqhelaniswa nokunikezelwa kweenkonzo
- Ukuqhelaniswa nabaXumi kunye nokugxila kubathengi
- Ukuqhelaniswa nenyathelo
- Ukomelela
- Ukulungela inguqu
- Ukuqhelaniswa nokufunda
- Ukusombulula iNgxaki
- Uxanduva kunye nemigaqo yokuziphatha ngokusesikweni
- Impembelelo nefuthe
- Ukuqhelaniswa neQela
- Ukubeka umkhomba ndlela
- Ukuqeqesha kunye nokuThantamisa

IINDAWO EZINGUNDOQO ZOKUSEBENZA:

- Qinisekisa ukuba ulwazi olufunyenweyo luyalawulwa kwaye luguqulelwe ukuba lufakwe kwi-GIS ukuze lufikeleleke kwixesha elizayo okanye ukufunyanwa kwakhona kunye nokwenza imephu esemgangathweni kunye novimba wolwazi wohlalutyo lwesithuba ukuze lusetyenziswe kwi-GIS kunye nakwiCandelo loYilo.
- Qinisekisa ukuba imisebenzi, iiprojekthi kunye nemisebenzi enxulumene neCandelo loLawulo ibekwe esweni, izinxaxhi eziqwalaselweyo kunye namanyathelo okulungisa aziswayo ukunqanda ukungathotyelwa, umgangatho ophantsi kunye nokwenza okuvumela isebe ukuba likwazi ukunikezela ngokuhambelana neenjongo ezibekiweyo, iinkqubo kunye nexabiso lobunjani obuthile obunokubalwa obubobento kanye
- Yiba nenkqubo ehlaziyiweyo eneenkcukacha ze-asethi ezichanekileyo ezinokuthi zisetyenziswe kulawulo lwezi asethi ngokwemisebenzi yokugcinwa, yezemali nocwangciso lwazo.
- Qinisekisa imeko efanelekileyo ekukhuthazeni nasekugcineni imveliso ukusebenza nokuphucula umgangatho womsebenzi ukwenza ukuba iKontraka ihlangabezane nezibophelelo zekhontrakthi kunye neenjongo zonikezelo kunye nokuqunjelwa kweeprojekthi ngexesha, phakathi kohlahlo lwabiwo-mali nangokwengcaciso.
- Qinisekisa ukwalathwa okuqhubekayo kweeprojekthi kunye nentsebenziswano namaqela angaphakathi nangaphandle ekuqhutyweni kwazo.
- Ukugcina unikezelo lombane olukhuselekileyo noluhubekayo nokugcina unikezelo lwenkonzo olufanelekileyo kubasebenzisi-nkonzo.
- Qinisekisa ulawulo oluchanekileyo lohlahlo lwabiwo-mali kwiinjongo zentlanganiso nokugcinwa komgangatho wobulunga bonikezelo lweenkonzo.
- Qinisekisa unxibelelwano oluhubekayo namaqela achaphazelekayo ngobume benkqubela-phambili yeprojekthi nakwimiba enxulumeneyo.
- Qinisekisa ukuba bonke abasebenzi kwi-Ofisi yoYilo / ye-GIS baxhotyiswe ngokufanelekileyo ngolwazi lokukhuthaza indawo yokusebenza efanelekileyo.

IMIQATHANGO EQHOTYOSHELWE KWISIKHUNDLA

- Kufuneka ube nakho ukuhlangabezana nemihla ebekiweyo
- Kufuneka ube nezakhono zokongamela
- Kufuneka ube nezakhono zokuhlalutya
- Kufuneka ube nezakhono zonxibelelwano kunye nezakhono zokusebenzisana nabantu
- Kufuneka ugcine ubudlelwane obulungileyo nabasebenzisi kunye nabathengi
- Kufuneka ukwazi ukujongana nempixano nokusebenza phantsi koxinzelelo
- Kufuneka abe nako ukunika ingqalelo kwiinkcukacha
- Kufuneka ukwazi ukusebenzisa ingqiqo kwiimeko eziguqukayo ngokukhawuleza
- Kufuneka ungoyiki iindawo eziphakamileyo
- Kufuneka usebenzise isigwebo sakho kulandelelwano lokwenza imisebenzi
- Kufuneka ukwazi ukunxibelelana ngeelwimi ezi-2 kwezi-3 eziseMthethweni zaseNtshona-Koloni

IMIBUZO: MNU. K WILKEN (044 – 801 9200)

IMIYALELO KUBAFAKI- ZICELO

Abafaki-zicelo kufuneka bangenise ifomu yesicelo esemthethweni, egcwaliswe onke amacandelo kunye ne-CV ebanzi, iikopi eziqinisekisiweyo (ezingekho ngaphezu kweenyanga ezi-6 ubudala) zeziqinisekiso ezifanelekileyo, isazisi kunye nephepha-mvume lokuqhuba, ukuba kufanelekile. Izicelo kufuneka zingeniswe **ngokufakwa kwikhompyutha** kusetyenziswa i-intanethi ngokukhethekileyo njengoxwebhu olunye lwePDF kwa-ElectrotechPosts@george.gov.za.. Iifomu zezicelo zingafunyanwa kwiwebhusayithi kaMasipala, www.george.gov.za kwaye kumele zifikelele kwiSebe lezaBasebenzi ngomhla okanye phambi komhla 03 eyeNkanga **2023** ngeye-12:00. **Abafaki-zicelo kumele bachaze**

ngokucacileyo inombolo yereferensi kunye negama lesikhundla kumgca wesihloko se-imeyili.

Zizicelo ezingeniswe ngekhompyutha kusetyenziswa i-intanethi kuphela eziya kwamkelwa.

Ukuthintelwa:

Nceda uqaphele ukuba oku kulandelayo kuya kukhokelela ekuthintelweni:

Ukungangeniswa kwamaxwebhu afunekayo okanye ukungeniswa kwamaxwebhu obuqhophololo.

Ukurhwetyeshwa kooCeba kunye /okanye amagosa .

Ukungathotyelwa kwemiyalelo ekwisibhengezo sentengiso

QAPHELA: Nceda uqaphele apho kuyimfuneko, abagqatswa abafakwe kuluhlu olufutshane baya kufakwa kwinkqubo yohlolo nophononongo lwemvelaphi. Ngokungenisa isicelo sesi sikhundla, abagqatswa bayavuma ukuba kwenziwe uphononongo lwemvelaphi oluya kuquka nolunye uphononongo olunxulumeneyo.

UMasipala ugcine ilungelo lokungaqeshi.

Ukuba awukhange uve kuthi phakathi kweenyanga ezi-3 zomhla wokuvala, nceda uthathe ngokuba isicelo sakho asiphumelelanga.

UMasipala waseGeorge ngumqeshi onamathuba alinganayo ohambelananomthetho-siseko wenkqubo yokukhawulelana nabo babengenamalungelo ngaphambili kunye noLungelelwaniso kwiNgqesho. Ukhetho luya kunikezelwa kubafaki-zicelo abasuka kumaqela anyuliweyo/angamelwanga ngokwaneleyo

Ukuqeshwa kuya kuxhomekeka kwimfuneko yokusayinwa kwemvumelwano yengqesho kwaye, apho kufanelekileyo, isivumelwano sentsebenzo kunye nokubhengezwa kweenzuzo kunye nomdla.

UMHLA WOKUVALWA: [03 eyeNkanga 2023]

