

# VACANCY VAKATURE



## EXTERNAL CIRCULATION

**DIRECTORATE: COMMUNITY SERVICES**  
**POST DESIGNATION: MANAGER CLEANSING & ENVIRONMENTAL HEALTH - GEORGE**  
**(PERMANENT)**  
**WC044CMSW3984**  
**REFERENCE: 3448712**

Salary: R 604 620 – R 784 884 (T15)  
Additional Service Benefits: Medical Aid, Pension, Housing Allowance (subject to prescribed requirements), 13th Cheque and Group Life Insurance  
Perks: Cellphone (subject to prescribed requirements)

### MINIMUM REQUIREMENTS:

Relevant 4-year tertiary qualification preferably a BTech: Environmental Science / Environmental Health / Environmental Management / other related qualification.  
Peace Officer Certificate  
Certified Environmental Management Inspector  
Registered with a relevant professional body  
Eight (8) years or more in the related field of air quality management / climate change / sustainable energy and environmental health / management with three (3) years at supervisory level.  
Valid driver's license  
Computer Literacy: MS Office

### PHYSICAL REQUIREMENT:

The incumbent must be able bodied and fit

### COMPETENCIES:

Core Professional Competencies: Organizational awareness, Project management, Financial Management, Planning and organizing  
Functional Competencies: Strategy Development and Implementation, Stakeholder Management, Air Quality Management, Research, Compliance and Enforcement, Communication, Service Delivery Orientation, Customer orientation and Focus  
Public Service Orientation Competencies: Interpersonal Relationships, Communication, Service Delivery Orientation  
Personal Competencies: Negotiation Skills, Action and Outcome Orientation, Resilience, Change Readiness, Cognitive Ability, Learning Orientation  
Management / Leadership Competencies: Impact and Influence, Team Orientation, Coaching and Mentoring, Direction Setting

### KEY PERFORMANCE AREAS:

Ensure effective management of the functions through active participation and support.  
Ensure that an effective air quality management and control service are implemented in the area jurisdiction of the George Municipality.  
Ensure effective awareness, education and communication regarding Air Quality.  
Ensure that any acts of air pollution is investigated and acted upon and that transgressors are monitored for re-occurrence of air pollution.  
Ensure a clean and healthy environment, through inspections related to illegal dumping in residential areas, open spaces and public facilities.  
Ensure that all EPWP programmes are arranged and initiated according to procedures and guidelines.  
Ensure that the community is educated on environmental awareness.  
Influence and establish policies and plans to prevent future non-compliance and re-occurrences.  
Reduce noise levels and to comply with the conditions of Provincial Noise Regulation, Reg. 7141 of 20 June 2013.

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Ensure that all business license applications are considered and approved if all requirements have been met.

Ensure that the laid down administrative procedures are adhered and that applications comply with the requirements of the Business Act 71/1991.

Ensure that the Tobacco products Control Act 83/1993 is complied with and enforced.

Comply with the standard by-law relating to the keeping of animals.

Prevent health nuisances from occurring due to overgrown properties.

Ensure the budget is prepared in relation to the Section's operational requirements to sustain quality standards and service delivery.

Ensure that a good channel of communication is established with the community and other role players.

Ensure an effective and efficient administrative service to the Section.

Provide subordinated with the necessary support, guidance and training to be able to provide a professional and effective service.

Establish and maintain a constructive and productive section.

Ensure effective service delivery.

Ensure a climate conducive to promoting and sustaining motivational and performance levels is cultivated and maintained enabling the section to contribute positively to the department's service level objectives and outcomes.

Ensure that all personnel matters are addressed and a positive work environment is created and maintained.

## **SPECIAL CONDITIONS ATTACHED TO THE POST:**

Must be able to communicate in at least two of the official languages of the Western Cape.

Must be able to handle conflict situations.

Must have good communication and interpretation skills.

Must be able to work under pressure.

Must be reliable and trustworthy.

Must have good leadership and people skills.

Must be willing to work in adverse weather conditions.

Risk of personal injuries and exposure to dangerous and poisonous substances during monitoring of installations.

Work according to strict deadlines and sometimes conflicting deadlines.

Must have good accounting skills.

Must have technical skills.

Must have analytical skills.

**PROBATION PERIOD:** 6 months

**ENQUIRIES:** S MTILA (044 802 2900)

## **INSTRUCTIONS TO APPLICANTS (Please read carefully)**

Applications must be submitted **electronically** on the E-recruitment site, which can be found on the George Municipality website, [www.george.gov.za](http://www.george.gov.za), under **Job Portal**. Applicants must register and apply online before **2024-11-08 at 16:30pm**.

## **Please Note the following when applying on the Portal:**

- Applicants must please ensure to follow the Assisting Guidelines that can be accessed on the website under Job Portal, before completing their online application.
- Applicants should check and verify their current status or the progression of their application, by referring to their "Inbox" tab on the Portal.
- Please ensure that all the information on your profile is correct and all the necessary documents are attached, prior to submitting your job application.

**Applicants must complete all the mandatory profile fields honestly and thoroughly. Please ensure the following documents are submitted under the correct field titles:**

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- A comprehensive CV (Stipulating full employment history-title of position held, time periods and duties).
- All applications must be accompanied by certified copies (not older than 6 months), by a Commissioner of Oath.
- All relevant Qualifications and Identity document must accompany your application. Driver's license and registration with a professional body must accompany your application only if applicable.

**Only online applications will be accepted.**

**The turnaround time for assistance with any portal related challenges is two (2) working days. Applicants are urged to register and apply well in advance.**

**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: 2024-11-08 AT 16:30PM**