

Saldanha Bay Municipality is a high profile municipality that takes care of its people to deliver the highest quality of service to its residents and visitors. We are also committed to the goals of our Employment Equity Plan. If you are competent and committed and would like to work in a professional environment, you are welcome to apply for the following position on our staff establishment.

DIRECTORATE: INFRASTRUCTURE AND PLANNING SERVICES

MANAGER: PROJECT MANAGEMENT UNIT (PMU)

Applicants must be in possession of: B Tech/BSc Degree in Civil Engineering with 5 years relevant experience in contract management of Civil Engineering Infrastructure Projects ; ECSA registration or eligible to be registered as Pr.Tech Eng /Pr. Eng/PrCPM with SACPCMP ,MCC(Municipal Minimum Competency Training) as per regulation 32 of the MFMA; Code B Driver's licence ; Good communication skills in two of the three official Western Cape Languages ; Computer literate (Word, Excel, GIS);

Competences or Duties will entail:

Technical project management:

Manage and execute capital project consisting of Civil Engineering projects: Namely, Civil Services (Roads & Storm water, Water & Sanitation), Parks and Recreation, Waste Management and Housing Civil Engineering Services; Manage project elements, including, but not limited to, schedule, cost, resources, and risks; Manage and co-ordinate the initiation and implementation of projects and programmes involving multiple stakeholders, by utilising project management and change management principles and processes; Manage contract administration, Financial Management , and Timeline deliver schedules of the project; Manage and co-ordinate project monitoring and evaluation; Interacts internally and externally on specific issues associated with project management; Manages, co-ordinates and controls key dimensions and requirements associated with occupational health and safety during project implementation. Perform any other related duties as requested by the supervisor;

Strategic and business management:

Project managers should be knowledgeable enough about the business to be able to:

- Explain to others the essential business aspects of a project;
- Work with the project sponsor, team, and subject matter experts to develop an appropriate project delivery strategy; and
- Implement that strategy in a way that maximizes the business value of the project.

Leadership Skills:

Project manager must have the ability to guide, motivate and direct a team;

Essential capabilities such as negotiation, resilience, communication, problem solving, critical thinking, work independent and under pressure, precision and attention to detail and analytical abilities;

Project Manager must be able to deal with people (project stakeholders, project team and steering team and project sponsors); The following qualities and skills are required for a project manager: being a visionary, optimistic and positive, collaborative, managing relationships and conflict, being respectful and being a life- long learner who is results – and action oriented;

Other expertise required in general:

- Technical knowledge on the Civil Industry and focus area project management;
- Cost and budget management;
- Legal and procurement;
- Legislation and regulations;
- Organizational governance;

Salary Scale: T16 (R555 938 .04 – R721 640.16 p.a.) plus car allowance

Enquiries: Luvuyo Khuselo (022) 701 6905

CLOSING DATE: 19 November 2020 at 12H00

NOTES TO APPLICANT

- Thank you for your interest in seeking employment with us.
- All applications should be accompanied by a completed application form (obtainable from our Human Resource office or website: www.sbm.gov.za) clearly reflecting the name of the position applying for; a comprehensive CV; a certified copy of your ID, driver's license and educational qualifications.
- No original documents attached to the application will be safe kept/returned.
- Applications without afore - mentioned will not be considered.
- Applications should be forwarded to Human Resource Services, Private Bag X12, Vredenburg, 7380 or via email to: jobs@sbm.gov.za.
- Applications/Supporting documents larger than 2MB sent via email are not accommodated.
- For the implementation of the Employment Act, candidates are encouraged to indicate their race, gender and disability.
- No late applications will be considered.
- Further communication will be limited to shortlisted candidates, If you have not received a response within 3 (three) months of the closing date, please consider your application unsuccessful.
- All appointments are subject to a medical assessment, criminal record and reference checks from previous and current employer(s).
- The Council beholds the right to make an appointment.