



**Incorporating Grahamstown, Alicedale, Riebeeck East & surrounding rural areas**

The Makana Municipality invites suitably qualified candidates to apply for the under-mentioned position based in Grahamstown. The Makana Municipality is an equal opportunity and Affirmative Action Employer, committed to the Employment Equity Act (55 of 1998). Previously disadvantaged individuals and people with disabilities are encouraged to apply.

**VACANCIES/ IMISEBENZI/BETREKKINGS**

**EXTERNAL POSITIONS**

**POST 1:** 1 X MANAGER: ICT

**DIRECTORATE:** OFFICE OF THE MUNICIPAL MANAGER

**TASK GRADE:** 15

**SALARY SCALE:** R453 822 per annum (plus 10% scarce skill allowance and normal council benefits)

**MINIMUM QUALIFICATION AND EXPERIENCE:** Matric. Degree / Diploma in Information Systems / Information Technology. Three (3) years or more ICT Management experience or seven (7) years or more working in the ICT Department working as an IT Technical support / systems / network administrator.

**COMPETENCE/SKILLS REQUIRED:** Demonstrate ability for overall ICT Management. Demonstrate ability to manage ICT and related projects and ability to manage and implement ICT strategy.

Provide central data processing services by developing and operating Makana Municipality computer systems. Integrating and maintain Information Computer Technology (ICT) systems infrastructure. Establishing and achieving sustainable and viable information and communication related technology infrastructure. Facilitate and implement information systems plan. Developing, maintain and implementing ICT policies in conjunction with relevant role players. Implementation of the ICT Governance Framework (Corbit 5), Implementation of the DRP and Business Continuity. Manage and implement IT Risk register.

**POST 2:** 1 X MANAGER: INTERNAL AUDIT

**DIRECTORATE:** OFFICE OF THE MUNICIPAL MANAGER

**TASK GRADE:** 15

**SALARY SCALE:** R453 822 per annum (plus normal council benefits)

**MINIMUM QUALIFICATION AND EXPERIENCE:** Matric plus B.Comm Degree in Auditing or any relevant qualification and compulsory membership of the Institute of Internal Auditors. Five (5) years Management experience in an Internal Audit Unit in a local government environment.

**COMPETENCE/SKILLS REQUIRED:** Report writing skills and knowledge of all applicable regulations and legislation. Ability to do presentations. Valid driver's license.

**KEY PERFORMANCE AREAS:** Develop and maintain a risk based Audit Plan and yearly internal Audit Programme for the Institution. Update the internal Audit Charter annually. Manage internal audit staff and equipment. Manage the operations of the Audit Committee. Advise directorates on their internal controls. Perform various compliance Audits as directed by the Accounting Officer. Conduct forensic and specialised investigation as directed by the Accounting Officer. Represent the Unit in Internal and External Disciplinary matters as directed by the Accounting Officer.

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**POST 3:** 1 X SENIOR ENGINEERING TECHNICIAN: WATER

**DIRECTORATE:** ENGINEERING & INFRASTRUCTURAL SERVICES

**TASK GRADE:** 14

**SALARY SCALE:** R393 640 per annum (plus 10% scarce skill allowance and normal council benefits)

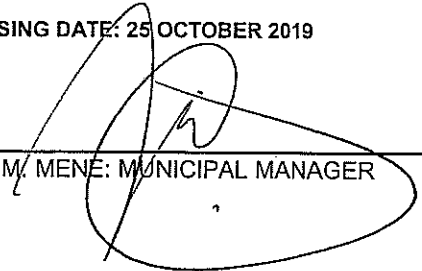
**MINIMUM QUALIFICATION AND EXPERIENCE:** Matric plus a National Diploma in Civil Engineering. 3 – 5 years working experience in the related field preferably as local authority. Exposure to Water and Sanitation field is essential. Registration with ECSA or eligible for registration.

**COMPETENCE/SKILLS REQUIRED:** Code 08 driver's license. Good report writing and supervisory skills. Good management skills and goal orientation. Computer literate and be flexible to work under pressure and solve problems.

**KEY PERFORMANCE AREAS:** Responsible to the Director: Engineering & Infrastructural Services for ensuring that technical support is provided for the effective implementation of all the relevant operational plans within the Directorate. Carry out water services authority and water service provision functions as required by the Act and Management. Required to effectively plan work for the subordinates and ensure implementation of the approved plans by people reporting to this position. Prepare for minor works and management of contracts where service providers have been appointed. Participate in the preparation of budget and management thereof.

**NOTE:** All applications must be made on the Official Application form that can be downloaded on our website [www.makana.gov.za](http://www.makana.gov.za) accompanied by a comprehensive CV together with certified copies of Identity document, qualifications, driver's licence where required and other documents. Failure to comply with the above will result in disqualifying your application. Canvassing of Councillors and Officials will automatically disqualify any application. All applications may be hand-delivered to The HR Manager, Makana Municipality, 86 High Street, City Hall, Grahamstown or posted to P.O Box 176, Grahamstown, 6140. **No late / faxed / emailed applications will be accepted.** First preference will be given to internal and local municipal applicants who meet the inherent requirements of the job. Enquiries maybe directed to The Human Resources Practitioner (Miss Zani Siqwede) at 046 603 6110 or e-mail: [nsiqwede@makana.gov.za](mailto:nsiqwede@makana.gov.za)

**CLOSING DATE: 25 OCTOBER 2019**

  
MR. M. MENE: MUNICIPAL MANAGER