



Elundini Local Municipality

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ELUNDINI LOCAL MUNICIPALITY

NOTICE NO. 15/2016-2017

The Elundini Local Municipality a category B Municipality, incorporating Maclear, Ugie, Mt Fletcher and parts of Tsolo and Qumbu with its seats in Maclear, invites applications from experienced, qualified and committed individuals to the following positions:

INFRASTRUCTURE PLANNING & DEVELOPMENT

1. Technician (Electricity)

Task Grade 11

Annual Basic Salary R 221 314.80 – 287 277.24

Minimum Requirements: •National Diploma in Electrical Engineering •Registration with ECSA
•Three to Four years' experience/ or Equivalent •Code EB Driver's License

Main Duties: Executing Technical Applications • Provides technical information on the principles and applications associated with Electrical Engineering requirements by;

- Preparation of business plans and project registrations • Communicating with the Assistant Manager: Electrical services and professional personnel on technical requirements associated with Electrical Engineering priorities for implementation •Planning, design and implementation of capital projects, including managing project scope, additional work and variation orders
- Assembling of base information and plans in conjunction with professional personnel, formulating concept plans for electrical engineering works •**Supervision and Control**
- Coordinates and controls the tasks/ activities of personnel, allocates and prioritizes outcomes by; •Monitoring attendance/conduct and output and addressing deviations from agreed performance indicators through meetings/ counselling/ or other approved methods designed to improve and motivate personnel

If you are aware of any instances of fraud and/or corruption within the municipality, these matters may be reported, anonymously, to:

Freecall: 0800 117 844 • Freefax: 0800 007 788 • SMS: 32840 • Email: elundini@tip-offs.com

Freepost: Freepost KZN138, Umhlanga Rocks, 4320

All correspondence must be addressed to the Municipal Manager

- **Technical Design Applications** • Applies principles and techniques associated with the development of Electrical Engineering designs by;

- Analyzing and interpreting the client's brief and interrogating regulations and other related factors requiring consideration during the design sequence
- Conducting investigations to enable accurate assessment of the extent of adaptability of specific electrical design approaches
- Preparing conceptual design depicting form and arrangement of electrical installations
- **Contract Documentation** • Attends to specific sequences associated with the preparation and collation of contract documentation by;
- Seeking information and compiling schedules, bills of quantities, tender documents and advertisement
- Interacting with internal technical departments to establish the adequacy of contract specification content against requirements
- Gathering historical information related to performance and quality of prospective tenderers to support specific recommendations

Interested candidates meeting the requirements are requested to forward application letters together with detailed CVs and certified copies of all required documentation. The Council reserves the right not to continue with interviews if it feels that no suitable candidate could be found.

NB: Elundini Local Municipality is committed to the provisions of the Employment Equity Act No. 55 of 1998 for the advancement of previously disadvantaged and disabled persons.

Correspondence will only be entered into with shortlisted candidates. Applicants not contacted within 30 days of the closing date may assume that their applications were not successful. The Council nevertheless appreciates the interest shown by applicants.

Faxed applications will not be accepted.

Applications should be addressed to:
The Corporate Services Manager
Elundini Local Municipality
P.O. Box 1
Maclear
5480

Tel. No: (045) 9328100

Closing Date: 26th August 2016