



BITOU LOCAL MUNICIPALITY

Bitou Municipality is inviting applications for the following vacancy from suitably qualified professionals. Preference will be given to candidates residing within the Bitou Municipal Area.

POSITION: TECHNICIAN
DIRECTORATE: ENGINEERING SERVICES
DIVISION: ELECTRICAL & ENERGY
SECTION: INFRASTRUCTURE PROJECTS
BASIC SALARY: R 500 151,04 – R 649 217,92 (T14) per annum + MUNICIPAL BENEFITS
(Subjected to Task Evaluation)
REF NO: Notice 368 of 2024

QUALIFICATIONS & EXPERIENCES: NDip for Technician in Electrical (High Current) or Equivalent NQF 6 • Relevant 5 years' experience in medium and low voltage systems and networks design and construction.

REQUIREMENTS & SKILLS: Code EB driver's license • Computer Literacy Must be familiar with Electrical Engineering Design Software, AutoCAD, ArcGIS • Must be able to write Macros with Excel • Project Management Skills • Excellent Interpersonal Skills • Good Communication Skills • Excellent verbal and written communication skills • Excellent report writing skills.

FUNCTIONS & RESPONSIBILITIES: Perform planning and design of new medium and low voltage electrical systems and networks reinforcement and upgrading of existing systems and networks • Provide engineering support relating to the electrical and mechanical distribution/ reticulation • manage all capital short, medium and long term electrical and mechanical related projects from inception through to completion within the division • Monitor compliance to all NERSA conditions as per license • Identify, define, align and implement key requirements associated with the electrical and mechanical development planning and maintenance of distribution/ reticulation networks • Liaise with Consulting Engineers, Contractors and Suppliers regarding service delivery and projects • Perform specific administrative tasks/ activities with updating and maintaining records/ information related to all to operations. • Assist with SSEG applications • Manage Renewable Energy projects

COMPETENCIES REQUIRED

FUNCTIONAL / CORE COMPETENCIES:

- **Project Management:** Plans, manages, monitors and evaluates specific activities to deliver the desired outputs and outcomes.
- **Organisational Awareness / Political Impact:** The ability to understand the key drivers in the sector and the Municipality and to apply this understanding to meet the service delivery challenges,
- **Planning and Organising:** The ability to plan and organize the work unit using goal setting, objectives, targets, creating work schedules and work plans with associated resources and budgets, according to the Municipality's procedures in order to achieve the tasks / functional results of the work unit.
- **Discipline Specific Skills:** Keeping up with current developments and trends in areas of expertise.
- **Financial Management:** Maximizes the Municipality's business sense and displays a sound business understanding in applying the most effective management practices to achieve municipal and project management financing goals and objectives.
- **People Management:** Manages and encourages people, optimizes their outputs and effectively manages relationships to achieve municipal goals.
- **Monitoring and Control:** The ability to monitor the results of delegations, assignments, or projects, considering the skills, knowledge and experience of the assigned individual and the characteristics of the assignment or project.
- **Attention to detail:** Ability to scrutinize own work and that of other to ensure accuracy and compliance with the relevant standards.
- **Direction Setting:** The ability to create a clear sense of common purpose and vision for others with a view to obtaining buy-in and commitment to the goals.
- **Dispute Resolution:** The ability to deal effectively with others in an antagonistic situation; using appropriate interpersonal styles and methods to reduce tension or conflict between two or more people.
- **Problem Solving:** The ability to gather information, analyse issues and deal with complexity and ambiguity. Shows long-term thinking, follows through in a logical manner, aware of consequences and implications. Is able to see the "Bigger Picture".
- **Negotiation:** The ability to achieve the desired objectives and agreements through interactive discussions with either internal or external parties. Effectively exploring alternatives and positions to reach outcomes that gain the support and acceptance of all parties.

PUBLIC SERVICE ORIENTATION COMPETENCIES:

- **Service Delivery Orientation:** The ability to improve existing and explore and implement new ways of delivering services that contribute to the improvement of Municipal processes in order to achieve Municipal goals.
- **Interpersonal Relationships:** The ability to establish and maintain productive relationships with people within and outside the Municipality.
- **Client Orientation and Customer Focus:** Understands the service needs of a client / customer (Internal or External) and actively focuses on anticipating, meeting and exceeding the needs in a timely and appropriate manner.
- **Communication:** The capacity to listen attentively, grasp issues, present information in a clear manner and respond appropriately to verbal and written communication of others.

PERSONAL COMPETENCIES:

- **Action and Outcome Orientation:** The display of high work ethic in setting and achieving challenging goals, meeting deadlines and keeping promises. It manifests itself in one's ability to stay focused on task, to be energetic, persistent and reliable.
- **Resilience:** The ability to respond constructively to pressure / stress situations and the ability to persist with goals despite obstacles and setbacks.
- **Change Readiness:** The ability to innovate and challenge the status quo and the ability to cope with change driven by others.
- **Learning Orientation:** The willingness and motivation to learn, acquire knowledge, develop insight and focus on continuous self-improvement.
- **Cognitive Ability:** The ability to gather information, analyse issues and deal with complexity and ambiguity. Shows long-term thinking, follows through in a logical manner, aware of consequences and implications. Is able to the "Bigger Picture".
- **Accountability and Ethical Conduct:** Ability to display and build the highest standards of ethical and moral conduct to promote confidence and trust in the public service and to adhere to codes of good corporate governance.

MANAGEMENT / LEADERSHIP COMPETENCIES:

- **Strategic Capability and Leadership:** Contributes to determining and articulating the vision, sets the direction for the Municipality and / or Unit and inspires others to deliver on the Municipal Mandate.
- **Impact and Influence:** The ability to inspire a positive attitude in others and be able to influence other effectively.
- **Coaching and Mentoring:** The ability to assess skills, performance and potential of subordinates and to encourage their development with the view of optimizing their talent.
- **Team Orientation:** The capacity to promote a cooperative climate, understand group dynamic and apply appropriate facilitations techniques in working with others to achieve a shared goal.

Work related enquiries can be directed to Mr. MJ Rhode on mrhode@plet.gov.za or on tell: 044 501 3261.

For general enquiries contact Ms. L Clark on telephone no: 044 501 3418.

Candidates must be willing to be subjected to an interview and competency assessment and must be aware that previous employers and references will be contacted and their qualifications, credit and criminal record will be verified. The candidates will be required to disclose all Financial Interests.

Application forms are available on the Bitou website (www.bitou.gov.za). A comprehensive CV, original certified copies of Identification documents, qualifications, and driver's license must accompany the application form and must be hand delivered/couriered to the Human Resources Section, Bitou Municipality, 1 Sewell Street, Plettenberg Bay or posted to Private Bag X1002; Plettenberg Bay; 6600.

Bitou Municipality is an equal opportunity employer. Candidates from the designated groups, including those with disabilities, are encouraged to apply.

Please take note:

1. **ONLY** hard-copy applications will be considered. **No** electronic or faxed applications will be accepted.
2. Please complete the Reference Checking Consent & Authorization Form which is available on the Municipality's Website. (**Compulsory**)
3. **LATE APPLICATIONS** will not be considered. Canvassing of Councillors with the purpose of being appointed is not permitted and proof of such canvassing shall lead to disqualification.
4. Submit separate applications when applying for multiple posts and quote reference number.

M MEMANI
ACTING MUNICIPAL MANAGER

CLOSING DATE: 23 October 2024 @ 14h00

If you receive no feedback from us within 12 weeks after the closing date, please accept that your application was unsuccessful.

Bitou Municipality reserves the right not to make any appointment and to re-advertise before a shortlist is compiled