

*"A Leading Rural Municipality with a viable and modern Economy"*

**ADVERTISEMENT**

**EXTERNAL ADVERTISEMENT**

**BUILDING CONTROL /LAND USE OFFICER**

**NOTICE NO:122/2024**



Senqu Local Municipality, a category 2 municipality that incorporates Lady Grey, Sterkspruit, Barkly East, Rhodes and Rossouw and the environs invites applications from all suitably qualified candidates for the position mentioned above.

**Remuneration: TASK GRADE 11 OF CATEGORY 2 LOCAL AUTHORITY: R 304 992.00 – R 395 894.00 PER ANNUM (excluding Council 's benefits)**

**JOB PURPOSE**

Coordinates outputs associated with adherence to Building Regulations, Land Use, signage, cellular mast regulations and safety standards.

**REQUIREMENTS:**

- Grade 12
- National Diploma in Building Science
- Code EB driving license
- 2 years related experience

**KEY PERFORMANCE AREAS**

- Coordinating tasks/ activities associated with the implementation of procedures and, monitors compliance with standards and specifications with regards to new building, additions and renovations to existing structures.
- Undertaking activities associated with building plan administration.
- Facilitating activities associated with the processing of signage applications.
- Undertaking activities associated with the administration of wayleave applications.
- Facilitating activities associated with illegal land use and land invasion.
- Coordinating specific administrative tasks/ activities associated with updating and maintaining records/ information of work in progress and completed works.

**KEY COMPETENCIES REQUIRED FROM ALL APPLICANTS**

- Proven attributes of integrity, honesty, maturity, courtesy, transparency and commitment to ensure progressive democratic and accountable governance that delivers sustainable and efficient services.

19 Murray Street | Lady Grey | 9755 | 051 603 1300 | [info@senqu.gov.za](mailto:info@senqu.gov.za)

- Ability to effectively inspire and encourage people, respect diversity, optimise talent and build and nurture relationships in order to achieve institutional objectives.
- Ability to maintain the high-quality standards while achieving desired outcomes and results.
- Good organizational and administrative skills, communication skills and problem-solving skills will be an added advantage.
- Report writing skills.
- Be able to work under stressful environment

#### APPLICABLE BENEFITS

- Medical Aid, Pension, Housing Subsidy and 13<sup>th</sup> Cheque

**The closing date for submission of applications is Friday, 27 September 2024 and no late, emailed and faxed applications will be accepted. Application packs must reach us by 12 noon.**

#### APPLICATION PROCESS

Any individual who wishes to apply for this position **must** complete and submit the Senqu Local Municipality application form obtainable from our website [www.senqu.gov.za](http://www.senqu.gov.za), together with a comprehensive Curriculum Vitae, certified copies of qualifications, ID and driver's license. An application pack which contains all the above-mentioned documents must be submitted to the under mentioned address.

This Council subscribes to the policies of Affirmative Action and Employment Equity and appointment will be made with these policy considerations.

Appointment will be subject to appropriate reference and qualification checks as well as security vetting.

Canvassing and/or lobbying of Councillors and officials will not be accepted and non-compliance thereof shall immediately disqualify an applicant.

Should you not receive communication from us within thirty (30) days after the closing date of this advertisement, please consider your application to be unsuccessful.

A successful candidate will be expected to sign a Performance Agreement.

Please note that Council reserves the right not to fill the position.

#### CONTACT PERSON

All enquiries should be directed to the Manager Human Resources on - telephone 051 603 1300/1466 during working hours or [nelanin@senqu.gov.za](mailto:nelanin@senqu.gov.za)

T. MAWONGA  
MUNICIPAL MANAGER  
SENQU LOCAL MUNICIPALITY  
Private Bag X03  
Lady Grey  
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FILE NO: 4/3/2/1/6  
2/09/2024



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