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Dabula Street, Sophia, KwaBhaca

P/ Bag 9020, KwaBhaca, 5090

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## **UMZIMVUBU**

LOCAL MUNICIPALITY

### **VACANT POSITIONS** **NOTICE NO: 03/2025/2026**

Umzimvubu Local Municipality with its mission to properly plan and deliver quality and sustainable services to improve the socio-economic status within the broader Umzimvubu community hereby invites applications from committed self-driven individuals who want to accelerate their careers in the fields mentioned herein through rendering services of high quality and exceptional intelligent in order for it to maintain its vision of moving to limitless possibilities.

#### **DIRECTORATE: INFRASTRUCTURE & PLANNING**

##### **PERMANENT**

**PROJECT MANAGER: MAINTANANCE: TASK GRADE 16**  
**TOTAL PACKAGE: R 659 924,51- R856 607,78 PER ANNUM**

**MINIMUM REQUIREMENTS:** - Grade 12 • Degree Civil Engineering or equivalent qualification • OHS Certificate (6 months) • 3-5 years supervisory experience • Good report and writing skills • CPMD will be an added advantage • Valid code 8 driving licence • Registration with ECSA and SACPM or eligible for registration • Project Management Certificate, Auto CAD or any other design programme will be an added advantage.

**KEY PERFORMANCE AREAS:** - Plan short-term goals and provide inputs to long term objectives/ plans related with road and reconstruction; maintenance of roads; streets lights, and municipal buildings • Manage productivity and performance of personnel within the Operations and Maintenance Section • Manage budget inputs on capital and operating and controls expenditure against the approved budget allocations • Ensures that appointed services providers render services of Road maintenance, roadside maintenance, municipal building and electrification and storm water drainage system • Manage infrastructure maintenance and electrification

#### **DIRECTORATE: BUDGET & TREASURY**

##### **PERMANENT**

**MANAGER: BUDGET, PLANNING, REPORTING & INVESTMENT: TASK GRADE 16**  
**TOTAL PACKAGE: R 659 924,51- R856 607,78 PER ANNUM**

**MINIMUM REQUIREMENTS:** Grade 12 • Degree in Accounting/ Financial Management or equivalent qualification • 3-5 years supervisory experience particularly local government • Extensive knowledge and understanding of MFMA,

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National treasury regulations & Applicable GRAP standards • Computer Literacy • Valid driving license • understanding of IDP, Budgeting & SDBIP • CPMD will be an added advantage.

**KEY PERFORMANCE AREAS:** - Maintain managerial control, Leadership & smooth running of the unit • Preparing, Implementing and Monitoring of budget in line with Municipal Budgeting & Reporting Regulations • Monitoring of budget in line with municipal Budgeting & Reporting Regulations and other organs of the state • Interact with directorates to discuss monthly financial reports, variances and advise and advise on early warning signs • Preparation of interim and annual financial statements • Develop budget internal controls, policies and procedure manuals • Assess Municipal affordability on departmental submission • Conditional grants administration • Implementation of Performance Management System.

***All Applications must be submitted with an application form accompanied by a comprehensive CV, with specific starting and ending dates in all positions. Only shortlisted candidates will be required to submit certified documents on or before the interviews. An application form (MARKED 'APPLICATION FOR EMPLOYMENT') is obtainable from our website: [www.umzimvubu.gov.za](http://www.umzimvubu.gov.za) or from any of our municipal offices. All applications should be hand delivered to Dabula Street Sophia (New Municipal Offices), KwaBhaca, 5090/ 67 Church Street, Mount Ayliff (EmaXesibeni), 4735 or emailed to [Recruitment@umzimvubu.gov.za](mailto:Recruitment@umzimvubu.gov.za)***



***People with disability are encouraged to apply***

***Enquiries: Amanda Masentse (039) 255 8500/8562.***

**Closing date: 29 October 2025**

**Time: 14H30**

***Canvassing support from Municipal Officials and Councillors is prohibited and any person found guilty thereof, will be disqualified with immediate effect. The Umzimvubu Local Municipality is committed to achievement and maintenance of employment equity and diversity especially in respect of race, gender and disability. The Municipality reserves the right to approve or decline the appointment.***

**MR. G.P.T. NOTA  
MUNICIPAL MANAGER**

**30/09/2025  
DATE**