



Physical Address
New Municipal building, Tlakgameng Road
(next to Ganyesa clinic), Ganyesa, 8613

Postal Address
Private Bag X522
Ganyesa, 8613



Tel: 053 998 4455
Fax: 053 998 3711

INTERNAL/EXTERNAL ADVERT

KAGISANO -MOLOPO LOCAL MUNICIPALITY CWITH ITS SEAT IN THE NORTH WEST, DR RUTH SEGOMOTSI MOMPATI DISTRICT MUNICIPALITY IS INVITING APPLICATIONS FROM SUITABLY QUALIFIED INDIVIDUALS FOR THE FOLLOWING POSITION.

MANAGER PROJECT MANAGEMENT UNIT (PMU)
TASK GRADE:16
SALARY:A NEGOTIABLE ANNUAL RENUMERATION PACKAGE, SUBJECT TO THE MUNICIPAL INFRASTRUCTURE GRANT (MIG) FRAMEWORK.

- REQUIREMENTS:**
- Grade 12
 - National Diploma /Bachelor's Degree (NQF 6/7) in Civil Engineering or equivalent field.
 - 3-5 years relevant experience in project Management Unit within a Local Government Environment.
 - Registered with a recognised relevant Engineering professional body: Engineering Council of South Africa (ECSA) will be an added advantage.
 - Valid driver's Licence
 - Computer Literacy
 - Good Communication Skills
 - Report Writing

- KEY RESPONSIBILITIES**
- Keeping abreast of developments associated with Project Management and related issues by conducting research into best practices associated with the functionality and determining the appropriateness of specific policies and procedures for implementation.
 - Compiling and presenting a conceptual framework of current and future interventions necessary to support Project delivery and/or to achieve acceptable operational levels and standards to the superior for consideration and inclusion into the Council's Intergrated Development Plan and/or the Directorates Strategic Performance and Service Delivery Plans, containing accurate information and records of projects and maintenance assignments.
 - Participating in the drafting, adjudication and reporting processes regarding Contracts/tenders and verifying financial details, terms and conditions, specifications, e.t.c in respect of projects and/or compliance with laid down policies, regulations and procedures.
 - Participating in the appointment process and consulting with and/or briefing the immediate Superior or service providers on the terms and scope of such appointments and verifying and/or investigating submissions on progress, performance and costs.
 - Understanding basic revenue and/or pricing models, billing procedures and cost-to-completion project projections and making decisions/recommendations accordingly.
 - Participating in specific specific meetings (Council, Committees, internal external forums/working groups), providing comments, opinions and recommendations on matters affecting or concerning the functionality (expenditure, timeframes,etc),discussing and guiding decision -making inclusive of matters in the implementation of strategies/standards.
 - Preparing monthly progress reports to the Provincial MIG, other stakeholders and funding institutions (information on project progress, expenditure,e.t.c).

Note: All applicants will be acknowledged, and only shortlisted candidates will be contacted for interview. Immediate disqualification will result from: submissions of any fraudulent, incorrect or misleading information;or canvassing outside of the formal recruitment and selection process. In the event that you do not receive confirmation from the Municipality within a period of twenty -one(21) days after the closing date of the applications please accept that you are unsuccessful. The municipality reserves the right to make an appointment.

Kagisano-Molopo Municipality is an equal opportunity employer and appointments will be made in accordance with the Municipality's recruitment and selection policy as well as the Employment Equity Plan.

All applications accompanied by an application form Annexure Be of regulation No.45181 of Municipal Staff Regulation 2021, comprehensive CV, copy of ID and certified copies of qualifications must be delivered to Municipal Offices next to Ganyesa Clinic or forwarded to:

The Municipal Manager, Private cBag X522, Ganyesa,8613. No facsimile/late applications will be accepted. Further information may be obtained from Ms Dimpho Kgathane on 053 998 4455/0829372929.

CLOSING DATE: 26 JUNE 2026

MR. OLEBILE NTSIMANE
ACTING MUNICIPAL MANAGER
KAGISANO MOLOPO LOCAL MUNICIPALITY