

PRESENTLY GRADE 4 MUNICIPALITY

RECOMMENDED MACRO ORGANISATIONAL STRUCTURE FOR MAKANA LOCAL MUNICIPALITY (CAT B): 2015

1 Chief Whip

1 Speaker

1 Executive Mayor

1

**PURPOSE: TO PROMOTE THE MUNICIPAL SERVICE DELIVERY EFFICIENCY AND EFFECTIVENESS**

**FUNCTIONS:**

- 1.The Presiding at the meetings of the Troika Committee
- 2.The execution of duties as stated in the Council's delegated Authority
3. Ensuring the conducting of the municipality's Service Delivery Audits and Surveys
4. The provision of progress reports on all service delivery achievements and challenges
5. Ensure the functionality of the Troika Committee and the tracking and the monitoring of the implementation of the committee resolutions

**PURPOSE: TO PROMOTE THE COUNCIL LEGISLATIVE AUTHORITY AND OVERSIGHT OVER THE EXECUTIVE**

**FUNCTIONS:**

- 1.The Presiding at the meetings of the municipal Council
- 2.The execution of duties and exercising of powers delegated by Council
3. Ensuring the sitting of the Council meetings and the functioning thereof
4. Ensuring compliance in the Council and council committees with the Code of Conduct (in terms of relevant legislation)
5. Ensure the Council compliance with the Rules and Orders
6. Ensuring the political stability within Council and Council Structures
7. The Championing of the municipal Public Participation and related interventions

**PURPOSE: TO PROMOTE INTEGRATED SUSTAINABLE SOCIO ECONOMIC DEVELOPMENT & POLITICAL STABILITY**

**FUNCTIONS:**

- 1.The identification, evaluation and the review of the Municipal needs
- 2.The provision of oversight in the development and the implementation of the Municipal IDP
3. The provision of oversight in the development and the implementation of the Municipal Budget
4. The review of the municipal performance against set performance indicators to improve economy, efficiency and effectiveness of the municipality.
5. The provision of oversight over the municipal Administration
6. The presiding at the Mayoral Committee meetings
- 6.The provision of Mayoral Committee reports to Council
7. The performance of and attendance to the Ceremonial calls of Council

**(1) DIRECTORATE: OFFICE OF THE MUNICIPAL MANAGER**  
**PURPOSE: TO MANAGE AND OVERSEE THE MUNICIPAL ADMINISTRATION AND SERVICE DELIVERY**

**FUNCTIONS:**

1. THE MANAGEMENT OF LOCAL ECONOMIC DEVELOPMENT AND PLANNING
2. THE MANAGEMENT OF PUBLIC SAFETY AND COMMUNITY SERVICES
3. THE MANAGEMENT OF ENGINEERING AND INFRASTRUCTURAL SERVICES
4. THE MANAGEMENT OF FINANCIAL VIABILITY
5. THE MANAGEMENT OF CORPORATE AND SHARED SERVICES
6. THE MANAGEMENT OF GOOD GOVERNANCE AND PUBLIC PARTICIPATION
7. OVERSEE THE DEVELOPMENT AND IMPLEMENTATION OF THE IDP/ PMS
8. OVERSEE THE INTERNAL AUDITING
9. OVERSEE THE ADMINISTRATION OF THE STRATEGIC MANAGEMENT
10. THE MANAGEMENT OF TRACKING AND MONITORING OF COUNCIL RESOLUTIONS
11. THE MANAGEMENT OF INFORMATION COMMUNICATION TECHNOLOGICAL SERVICES
12. THE MANAGEMENT OF COMMUNICATIONS, PUBLIC RELATIONS AND MARKETING SERVICES

**COUNCIL (PLENARY)**  
28 Seats and 26(7) Councillors  
1 vacancy, 20 Part-Time Councillors  
7 Full-Time Councillors  
No. of Traditional Leaders = 0

**PORTFOLIO COMMITTEES (5)**

1. Tourism and Cultural Industries
2. Public Safety and Social Services
3. Engineering and Infrastructural Services
4. Local Economic Development
5. Finance, Admin, Monitoring and Evaluation

1 Municipal Manager (PL 0)  
(Vacant)

1 Personal Assistant (TG 7)  
(Vacant)

**(6) DIRECTORATE: CORPORATE & SHARED SERVICES**  
**PURPOSE: TO EFFECTIVELY MANAGE CORPORATE SERVICES**

**FUNCTIONS:**

1. MANAGE ADMINISTRATIVE SERVICES
2. MANAGE COMMITTEE SERVICES
3. MANAGE HUMAN RESOURCE SERVICES
4. MANAGE CUSTOMER CARE SERVICES
5. MANAGE CIVIC AMENITIES & COMMUNITY HALLS
6. MANAGE THE FUNCTIONS OF THE ALICE DALE & RIEBEECK EAST DIVISION

**(5) DIRECTORATE: BUDGET & TREASURY**  
**PURPOSE: TO EFFECTIVELY MANAGE RESOURCES AND ENSURE FINANCIAL VIABILITY OF THE MUNICIPALITY**

**FUNCTIONS:**

1. MANAGE INCOME AND REVENUE SERVICES
2. MANAGE EXPENDITURE IN LINE WITH LEGISLATION
3. MANAGE BUDGET AND FINANCIAL ACCOUNTING SERVICES
4. ENSURE COMPLIANCE OF THE SUPPLY CHAIN MANAGEMENT PRESCRIPTS
5. SAFEGUARDING AND MANAGEMENT OF MUNICIPAL ASSETS AND FLEET

**(4) DIRECTORATE: ENGINEERING & INFRASTRUCTURAL SERVICES**  
**PURPOSE: TO PROVIDE BASIC SERVICES AND RELIABLE INFRASTRUCTURE**

**FUNCTIONS:**

1. PROVIDE ROADS AND STORM-WATER SERVICES
2. RENDER ELECTRICITY AND ENERGY SERVICES
3. PROVIDE WATER AND SANITATION SERVICES
4. FACILITATE THE PROVISION OF HUMAN SETTLEMENTS
5. FACILITATE THE IMPLEMENTATION OF THE RENEWABLE ENERGY STRATEGIES
6. PROVISION OF PROJECT MANAGEMENT SERVICES ON CAPITAL PROJECTS
7. MANAGE THE MUNICIPAL WORKSHOPS

**(3) DIRECTORATE: PUBLIC SAFETY & COMMUNITY SERVICES**  
**PURPOSE: TO EFFECTIVELY MANAGE PUBLIC SAFETY AND COMMUNITY SERVICES**

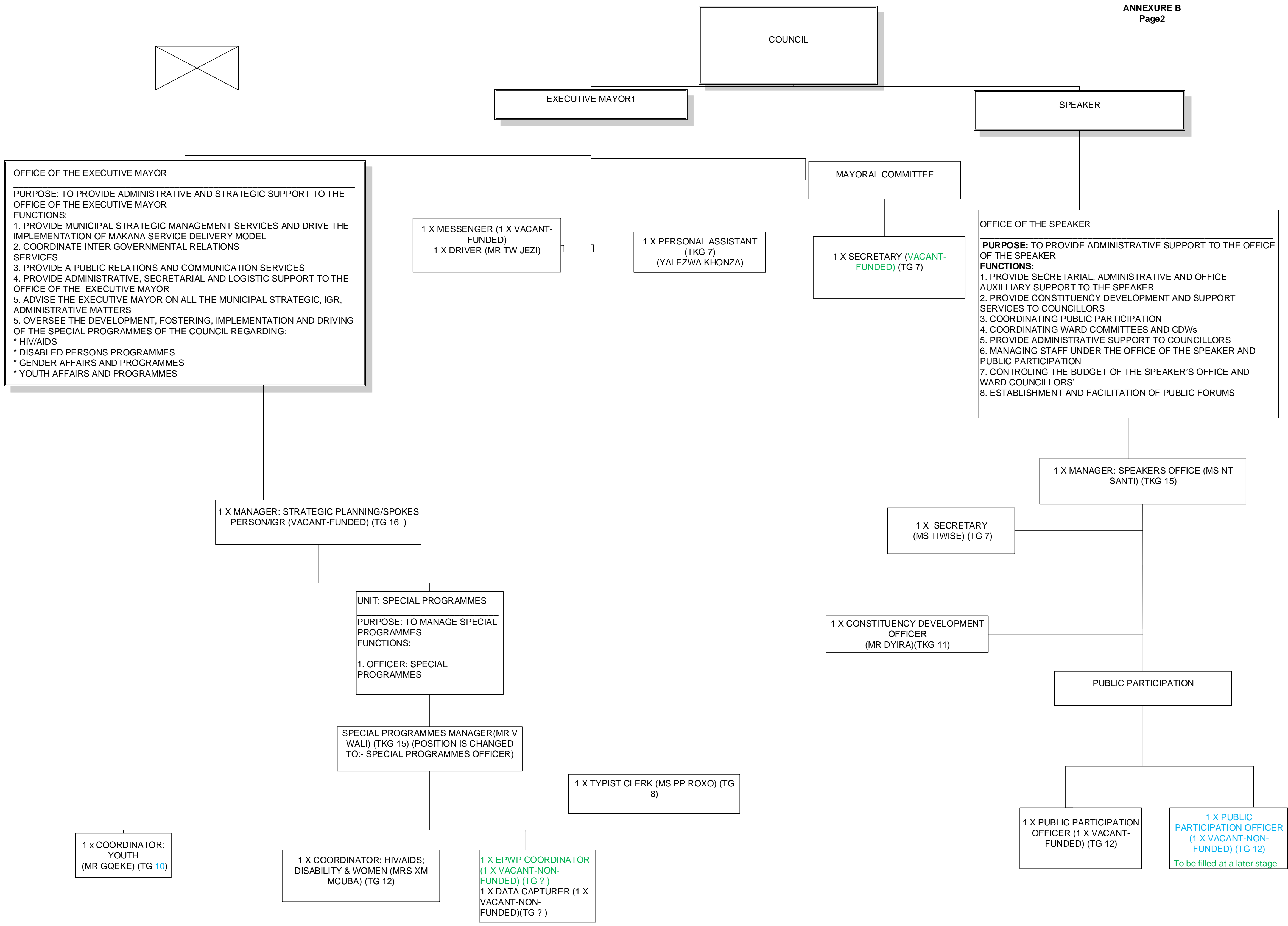
**FUNCTIONS:**

1. MANAGE PUBLIC SAFETY AND EMERGENCY SERVICES
2. MANAGE LIBRARY SERVICES
3. MANAGE PARKS AND RECREATION
4. MANAGE ENVIRONMENTAL HEALTH & CLEANING SERVICES
5. PROVIDE ENVIRONMENTAL MANAGEMENT SERVICES

**(2) DIRECTORATE: LOCAL ECONOMIC DEVELOPMENT AND PLANNING**  
**PURPOSE: TO PROMOTE AND FACILITATE ECONOMIC GROWTH AND DEVELOPMENT, ENSURE EFFECTIVE AND EFFICIENT LAND USE MANAGEMENT AND SPATIAL PLANNING**

**FUNCTIONS:**

1. PROVIDE STRATEGIC LEADERSHIP TO IDENTIFY STRATEGIES TO ENSURE ECONOMIC GROWTH AND DEVELOPMENT
2. ENSURE THAT GOVERNMENT DEPARTMENT, NGOs, BUSINESS AND PARASTALS ARE INVOLVED IN UNLOCKING PROGRAMMES AND PROJECTS FOR KEY ECONOMIC PRIORITIES
3. PROVIDE SUPPORT TO THE MUNICIPAL MANAGER AND COUNCILLORS IN TERMS OF ECONOMIC GROWTH AND UNLOCKING OPPORTUNITIES FOR ECONOMIC DEVELOPMENT
4. ENSURE INTEGRATION FOR ECONOMIC DEVELOPMENT PLANS IN THE IDP
5. ENSURE EFFECTIVE LAND USE AND INCLUSIVE SPATIAL PLANNING



FUNDED VACANCIES	NON-FUNDED VACANCIES

**(1) DIRECTORATE: OFFICE OF THE MUNICIPAL MANAGER**  
**PURPOSE:** TO MANAGE AND OVERSEE THE MUNICIPAL ADMINISTRATION AND SERVICE DELIVERY

**FUNCTIONS:**

1. THE MANAGEMENT OF LOCAL ECONOMIC DEVELOPMENT AND PLANNING
2. THE MANAGEMENT OF PUBLIC SAFETY AND COMMUNITY SERVICES
3. THE MANAGEMENT OF ENGINEERING AND INFRASTRUCTURAL SERVICES
4. THE MANAGEMENT OF FINANCIAL VIABILITY
5. THE MANAGEMENT OF CORPORATE AND SHARED SERVICES
6. THE MANAGEMENT OF GOOD GOVERNANCE AND PUBLIC PARTICIPATION
7. OVERSEE THE DEVELOPMENT AND IMPLEMENTATION OF THE IDP/PMS
8. OVERSEE THE INTERNAL AUDITING
9. OVERSEE THE ADMINISTRATION OF THE STRATEGIC MANAGEMENT
10. THE MANAGEMENT OF TRACKING AND MONITORING OF COUNCIL RESOLUTIONS
11. THE MANAGEMENT OF INFORMATION COMMUNICATION TECHNOLOGICAL SERVICES
12. THE MANAGEMENT OF COMMUNICATIONS, PUBLIC RELATIONS AND MARKETING SERVICES

**SECTION: PMS AND IDP**

**PURPOSE:** TO MANAGE THE INSTITUTIONAL PMS, THE IDP AND RENDER STRATEGIC SUPPORT SERVICES

**FUNCTIONS:**

1. DEVELOP, MAINTAIN AND MONITOR THE INSTITUTIONAL PMS IN THE MUNICIPALITY
2. DEVELOP AND COORDINATE THE IDP IMPLEMENTATION AND PROCESSES
3. DEVELOP AND COORDINATE A DEVELOPMENT STRATEGY
4. FACILITATE AND COORDINATE DEVELOPMENTAL PROCESSES
5. FACILITATE THE DEVELOPMENT OF ALTERNATIVE SERVICE DELIVERY MECHANISMS
6. MONITOR AND EVALUATE THE IDP IMPLEMENTATION

INTERNAL AUDIT COMMITTEE

**DIVISION: INTERNAL AUDIT**  
**PURPOSE:** TO PERFORM INTERNAL AUDITING

**FUNCTIONS:**

1. PLAN INTERNAL AUDIT FUNCTIONS
2. AUDIT FINANCIAL TRANSACTIONS
3. CONDUCT INVESTIGATIONS
4. COMPILE REGULAR REPORTS, RISK ANALYSES AND REVIEW FINANCIAL CONTROL SYSTEMS
5. PERFORM COMPLIANCE AND PERFORMANCE AUDITS

1 X MUNICIPAL MANAGER (CONTRACT) (VACANT)

1 X IDP/PMS MANAGER (Mzolisi Pasiya) (TG 16)  
 (TO BE CHANGED TO: MANAGER: STRATEGIC PLANNING & MONITORING)

1 X CLERK (MS N MATIWANA) (TG ?)

1 X MANAGER (VACANT-NON-FUNDED-PROPOSED-POST) (TG ?)

1 X PERSONAL ASSISTANT (VACANT) (TG ?)

1 X PERFORMANCE INFORMATION COORDINATOR (MS Y BEN) (TG ?)

1 X IDP COORDINATOR (VACANT-NON-FUNDED-PROPOSED-POST) (TG ?)

**(6) DIRECTORATE: CORPORATE & SHARED SERVICES**  
**PURPOSE:** TO EFFECTIVELY MANAGE CORPORATE SERVICES

**FUNCTIONS:**

1. MANAGE ADMINISTRATIVE SERVICES
2. MANAGE COMMITTEE SERVICES
3. MANAGE HUMAN RESOURCE SERVICES
4. MMUNICATION TECHNOLOGICAL SERVICES
5. MANAGE CUSTOMER CARE SERVICES
6. MANAGE CIVIC AMENITIES & COMMUNITY HALLS

**(5) DIRECTORATE: BUDGET & TREASURY**  
**PURPOSE:** TO EFFECTIVELY MANAGE RESOURCES AND ENSURE FINANCIAL VIABILITY OF THE MUNICIPALITY

**FUNCTIONS:**

1. MANAGE INCOME AND REVENUE SERVICES
2. MANAGE EXPENDITURE IN LINE WITH LEGISLATION
3. MANAGE BUDGET AND FINANCIAL ACCOUNTING SERVICES
4. ENSURE COMPLIANCE OF THE SUPPLY CHAIN MANAGEMENT PRESCRIPTS
5. SAFEGUARDING OF MUNICIPAL ASSETS, FLEET & WORKSHOPS

**(4) DIRECTORATE: ENGINEERING & INFRASTRUCTURAL SERVICES**  
**PURPOSE:** TO PROVIDE BASIC SERVICES AND RELIABLE INFRASTRUCTURE

**FUNCTIONS:**

1. PROVIDE ROADS AND STORM-WATER SERVICES
2. RENDER ELECTRICAL DISTRIBUTION SERVICES
3. PROVIDE WATER AND SANITATION SERVICES
4. FACILITATE THE PROVISION OF HUMAN SETTLEMENTS
5. FACILITATE THE IMPLEMENTATION OF THE RENEWABLE ENERGY STRATEGIES
6. PROVISION OF PROJECT MANAGEMENT SERVICES ON CAPITAL PROJECTS

**(3) DIRECTORATE: PUBLIC SAFETY & COMMUNITY SERVICES**  
**PURPOSE:** TO EFFECTIVELY MANAGE PUBLIC SAFETY AND COMMUNITY SERVICES

**FUNCTIONS:**

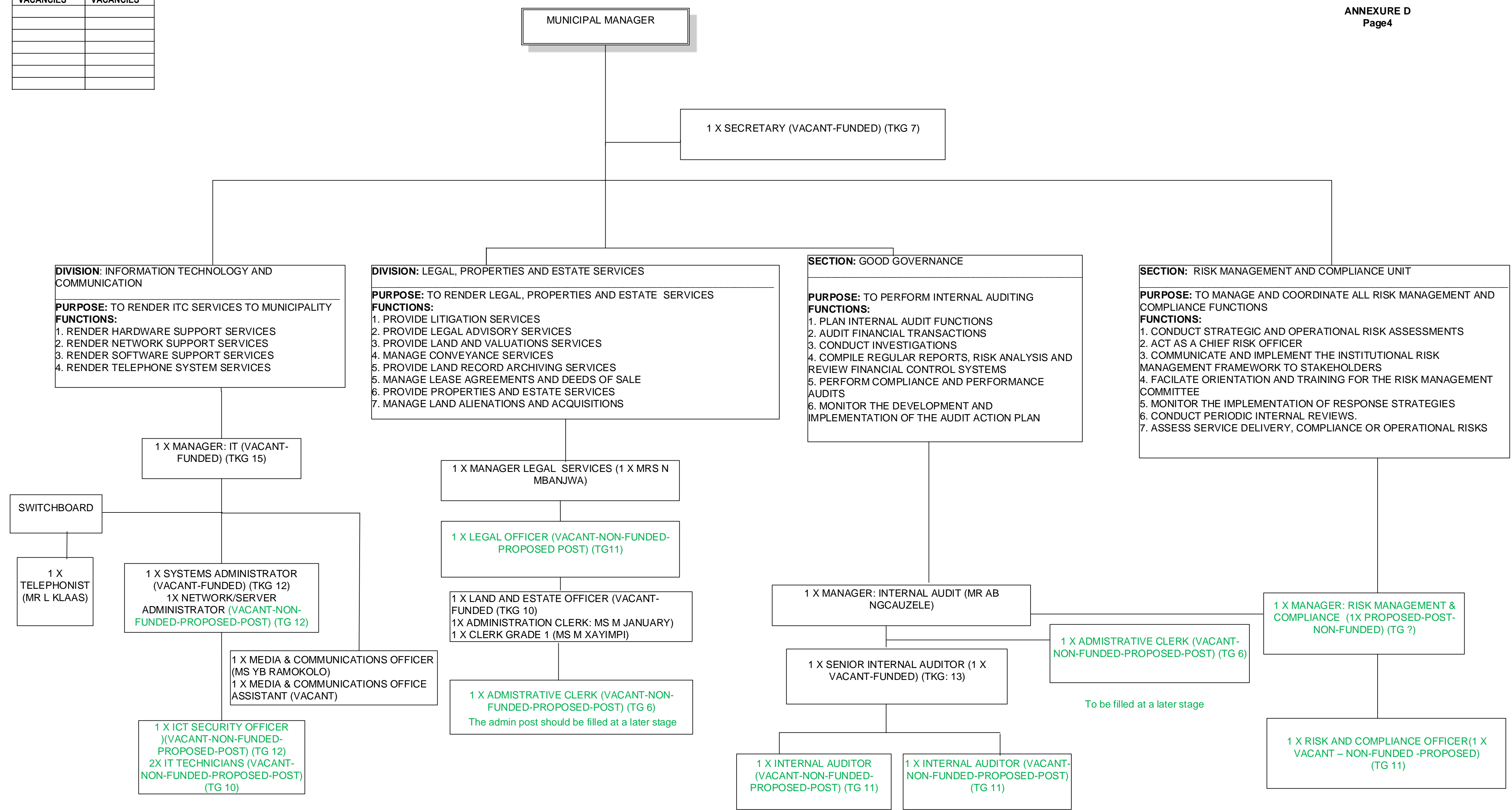
1. MANAGE PUBLIC SAFETY AND EMERGENCY SERVICES
2. MANAGE LIBRARY SERIVES
3. MANAGE PARKS AND RECREATION
4. MANAGE ENVIRONMENTAL HEALTH & CLEANING SERVICES
5. PROVIDE ENVIRONMENTAL MANAGEMENT SERVICES

**(2) DIRECTORATE: LOCAL ECONOMIC DEVELOPMENT AND PLANNING**  
**PURPOSE:** TO PROMOTE AND FACILITATE ECONOMIC GRWOTH AND DEVELOPMENT, ENSURE EFFECTIVE AND EFFICIENT LAND USE MANAGEMENT AND SPATIAL PLANNING

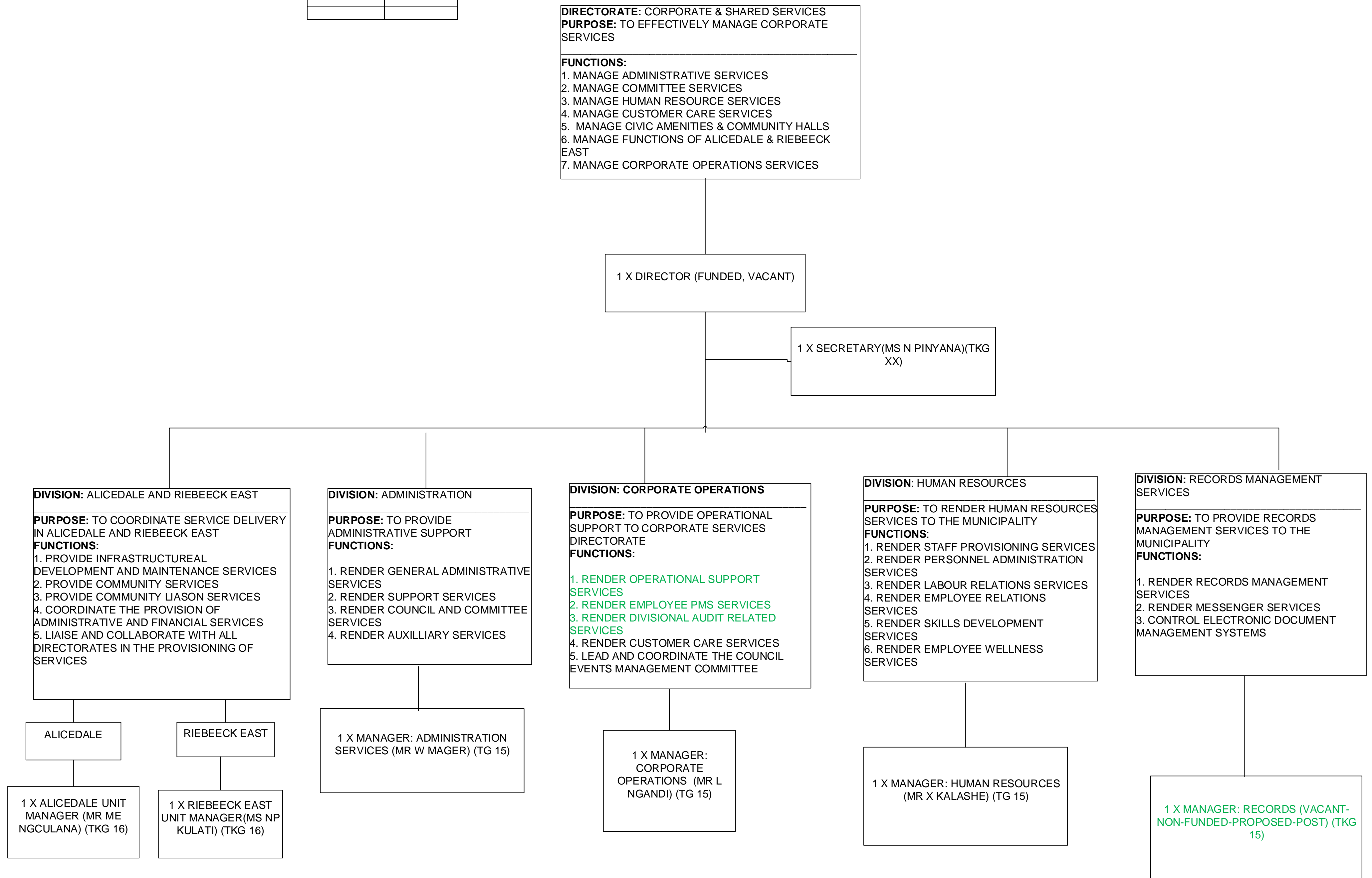
**FUNCTIONS:**

1. PROVIDE STRATEGIC LEADERSHIP TO IDENTIFY STRATEGIES TO ENSURE ECONOMIC GROWTH AND DEVELOPMENT
2. ENSURE THAT GOVERNMENT DEPARTMENT, NGOs, BUSINESS AND PARASTALS ARE INVOLVED IN UNLOCKING PROGRAMMES AND PROJECTS FOR KEY ECONOMIC PRIORITIES
3. PROVIDE SUPPORT TO THE MUNICIPAL MANAGER AND COUNCILLORS IN TERMS OF ECONOMIC GROWTH AND UNLOCKING OPPORTUNITIES FOR ECONOMIC DEVELOPMENT
4. ENSURE INTERGRATION FOR ECONOMIC DEVELOPMENT PLANS IN THE IDP
5. ENSURE EFFECTIVE LAND USE AND INCLUSIVE SPATIAL PLANNING

FUNDED VACANCIES	NON-FUNDED VACANCIES



FUNDED VACANCIES	NON-FUNDED VACANCIES



FUNDED VACANCIES	NON-FUNDED VACANCIES

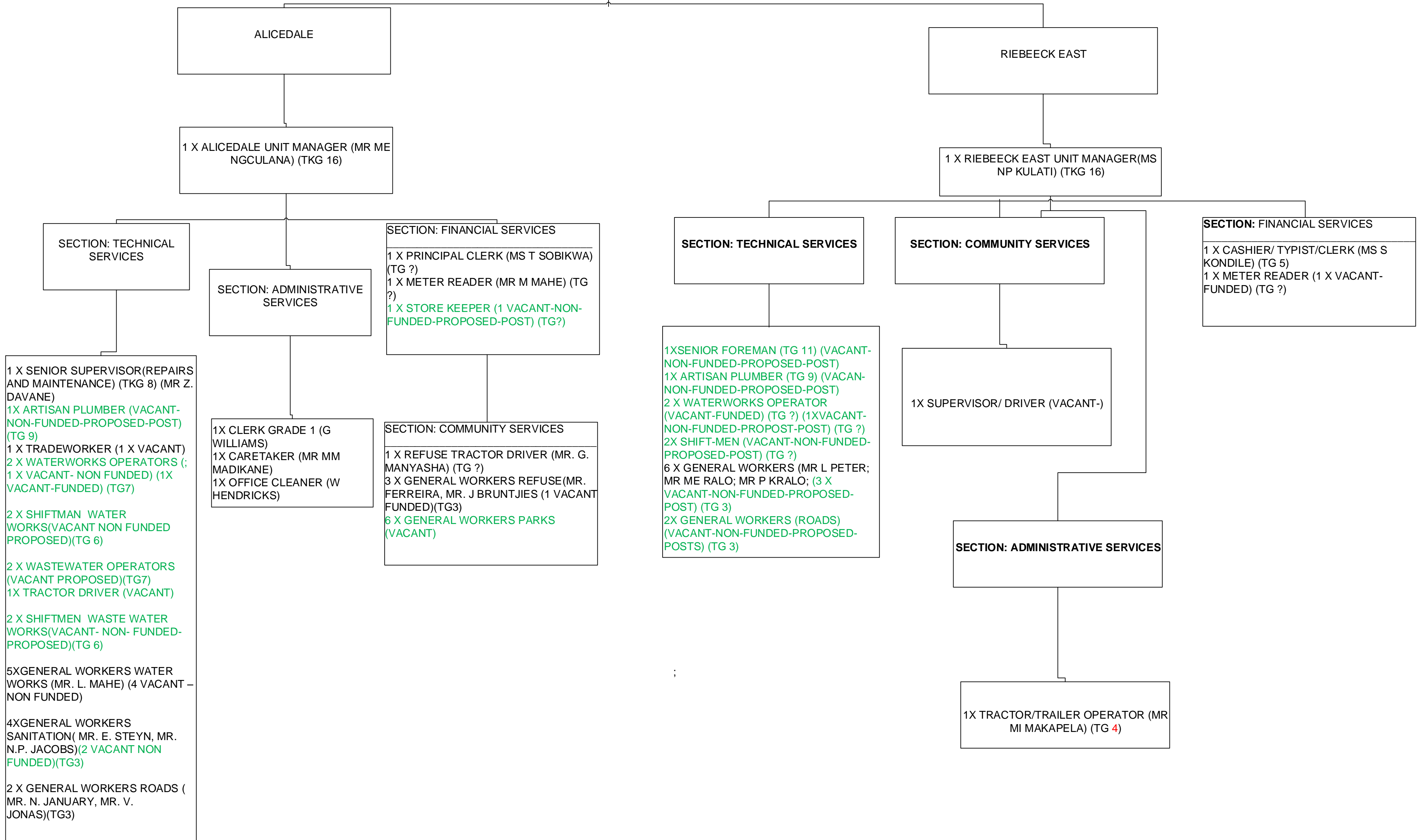
**DIVISION:** ALICEDALE AND RIEBEECK EAST

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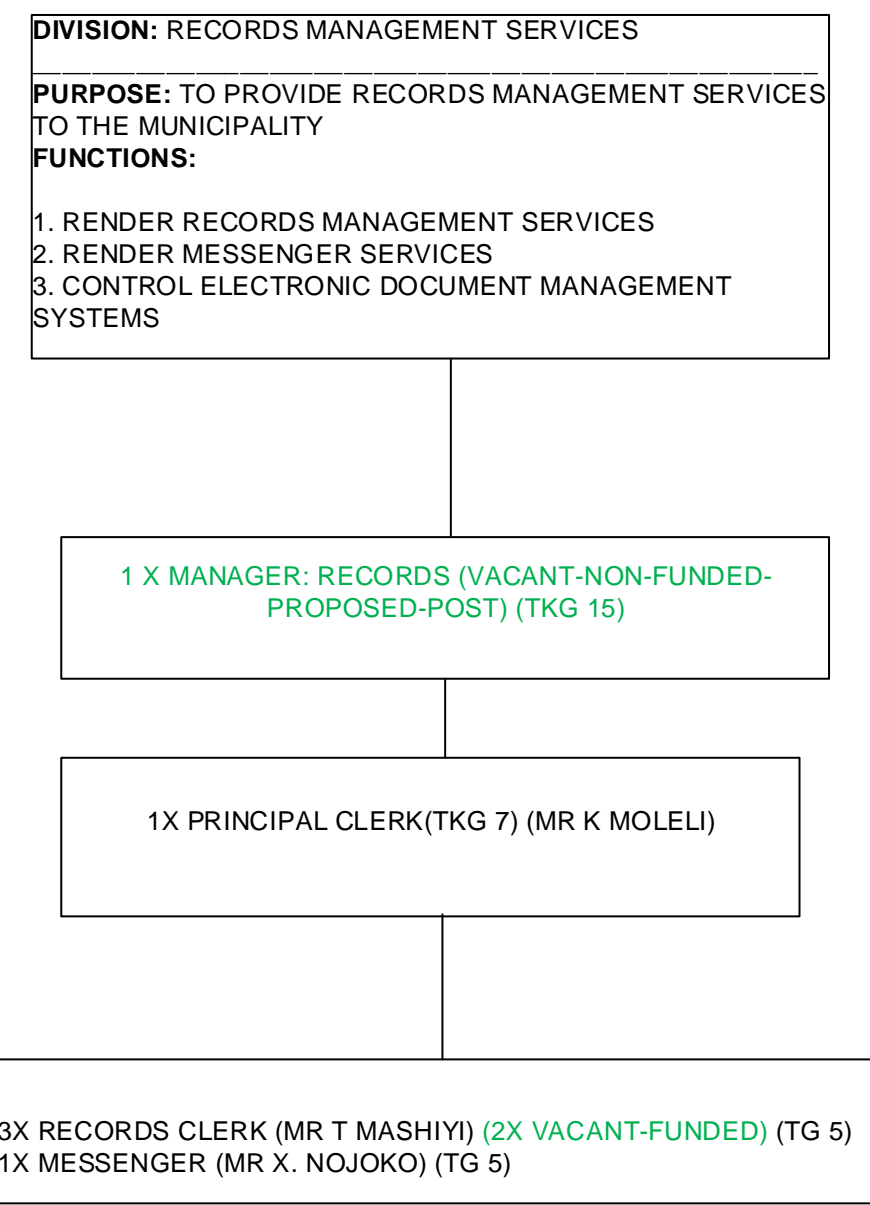
**PURPOSE:** TO COORDINATE SERVICE DELIVERY IN ALICEDALE AND RIEBEECK EAST

**FUNCTIONS:**

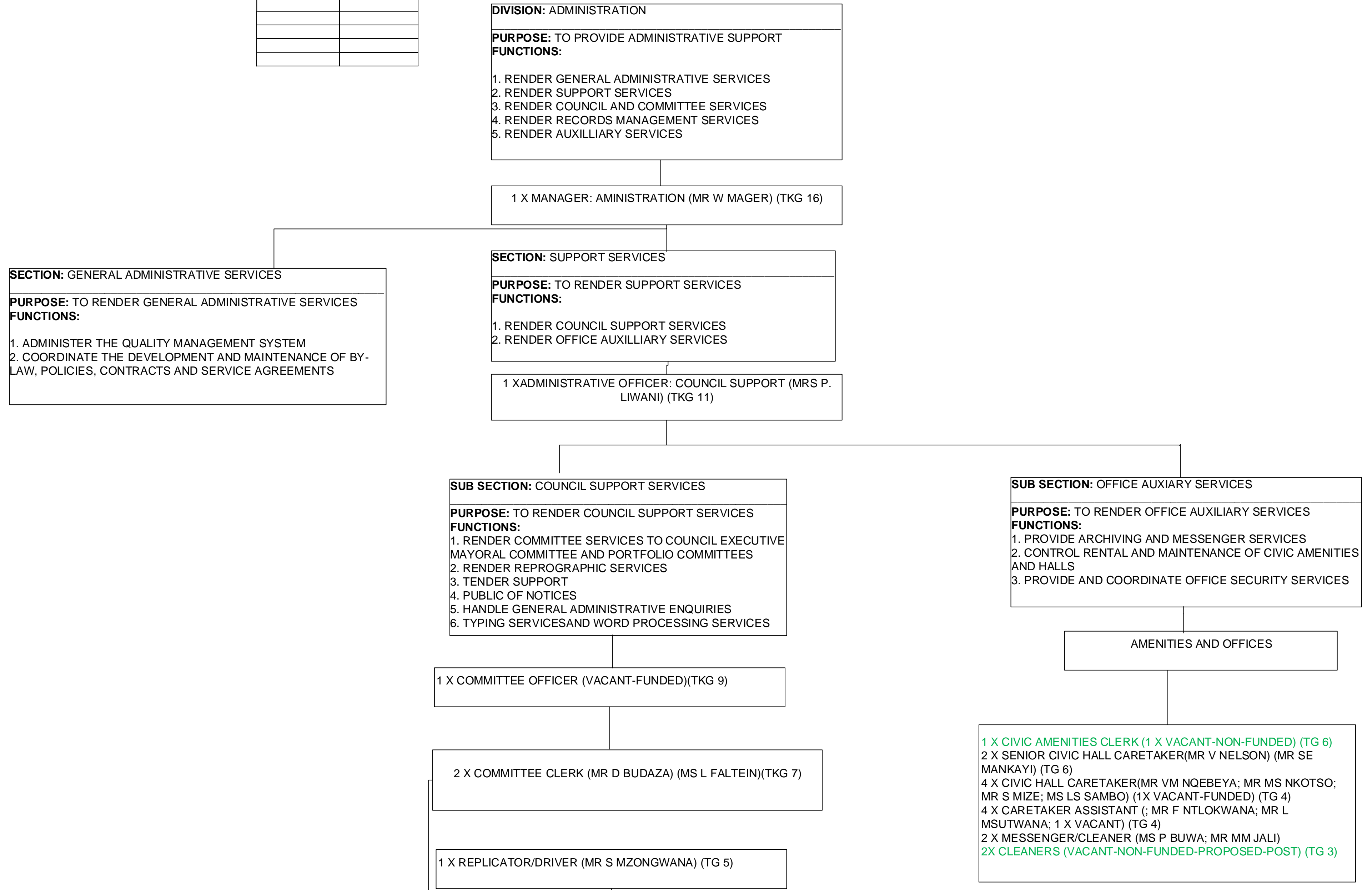
1. PROVIDE INFRASTRUCTUREAL DEVELOPMENT AND MAINTENANCE SERVICES
2. PROVIDE COMMUNITY SERVICES
3. PROVIDE COMMUNITY LIASON SERVICES
4. COORDINATE THE PROVISION OF ADMINISTRATIVE AND FINANCIAL SERVICES
5. LIAISE AND COLLABORATE WITH ALL DIRECTORATES IN THE PROVISIONING OF SERVICES



FUNDED VACANCIES	NON-FUNDED VACANCIES



FUNDED VACANCIES	NON-FUNDED VACANCIES





FUNDED VACANCIES	NON-FUNDED VACANCIES

**DIVISION: CORPORATE OPERATIONS**

**PURPOSE:** TO PROVIDE OPERATIONAL SUPPORT TO CORPORATE SERVICES DIRECTORATE

**FUNCTIONS:**

1. RENDER OPERATIONAL SUPPORT SERVICES
2. RENDER EMPLOYEE PMS SERVICES
3. RENDER DEPARTMENTAL AUDIT RELATED SUPPORT SERVICES
4. COORDINATE THE MUNICIPAL JOB EVALUATION FUNCTION
5. RENDER CUSTOMER CARE SERVICES
6. LEAD AND COORDINATE THE COUNCIL EVENTS MANAGEMENT COMMITTEE

1 X MANAGER: CORPORATE OPERATIONS (MR L NGANDI) (TG 15)

**SECTION: PERFORMANCE MANAGEMENT SYSTEM**

**PURPOSE:** TO EXECUTE ALL PMS OPERATIONS TO THE DIVISION

**FUNCTIONS:**

1. ENSURE THE CONSOLIDATION AND MANAGEMENT OF EMPLOYEE PMS INFORMATION
2. FACILITATE PMS CAPACITY BUILDING SESSIONS
3. ASSIST WITH THE PERFORMANCE EVALUATION PROCESS

1 X EMPLOYEE PMS COORDINATOR (VACANT-NON-FUNDED-PROPOSED-POST) (TG 11) (FIXED-TERM-CONTRACT)

**SECTION: CUSTOMER CARE**

**PURPOSE:** TO EXECUTE ALL CUSTOMER CARE OPERATIONS IN THE DIVISION

**FUNCTIONS:**

1. ENSURE THE MANAGEMENT AND COORDINATION OF ALL CUSTOMER CARE ACTIVITIES
2. FACILITATE THE IMPLEMENTATION OF THE BATHO-PELE AND MONITORING OF THE PRESIDENTIAL HOT-LINE-ENQUIRIES
3. ASSIST WITH THE INTERNAL AND EXTERNAL COMMUNICATION

1X CUSTOMER CARE LIAISON OFFICERS (VACANT-NON-FUNDED-PROPOSED-POST) (TG 11)

3 X CUSTOMER SERVICE ASSISTANT (MR Z. KEWUTI) (TG 5) (2X VACANT-NON-FUNDED-PROPOSED-POSTS) (TG 5)

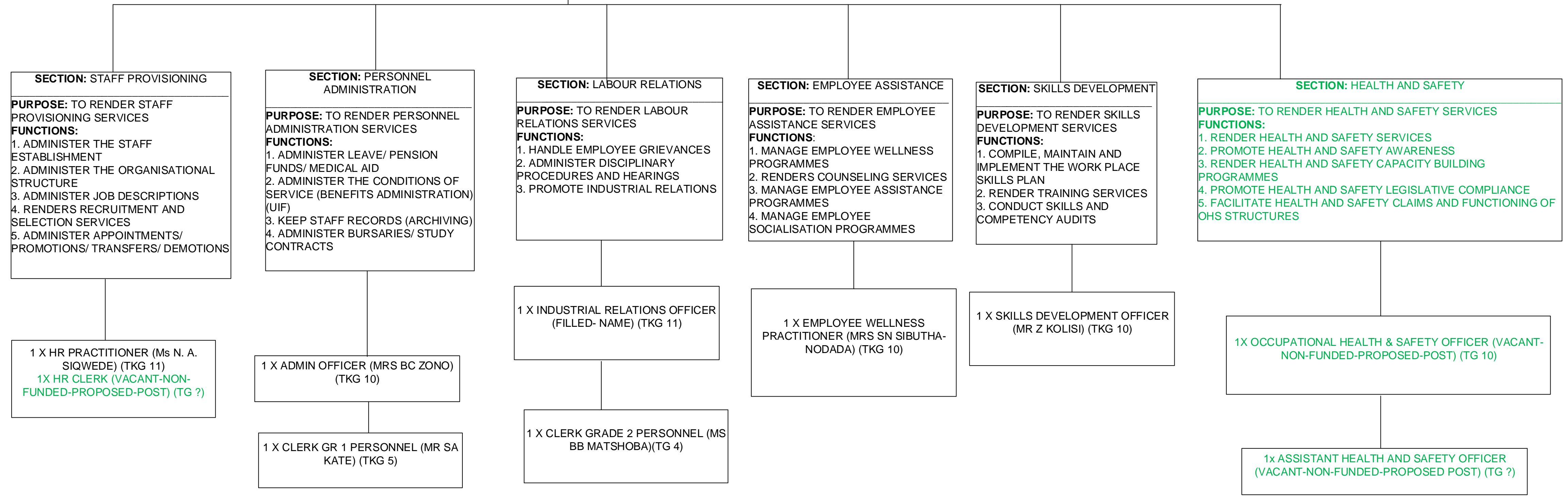
FUNDED VACANCIES	NON-FUNDED VACANCIES

**DIRECTORATE:** CORPORATE & SHARED SERVICES

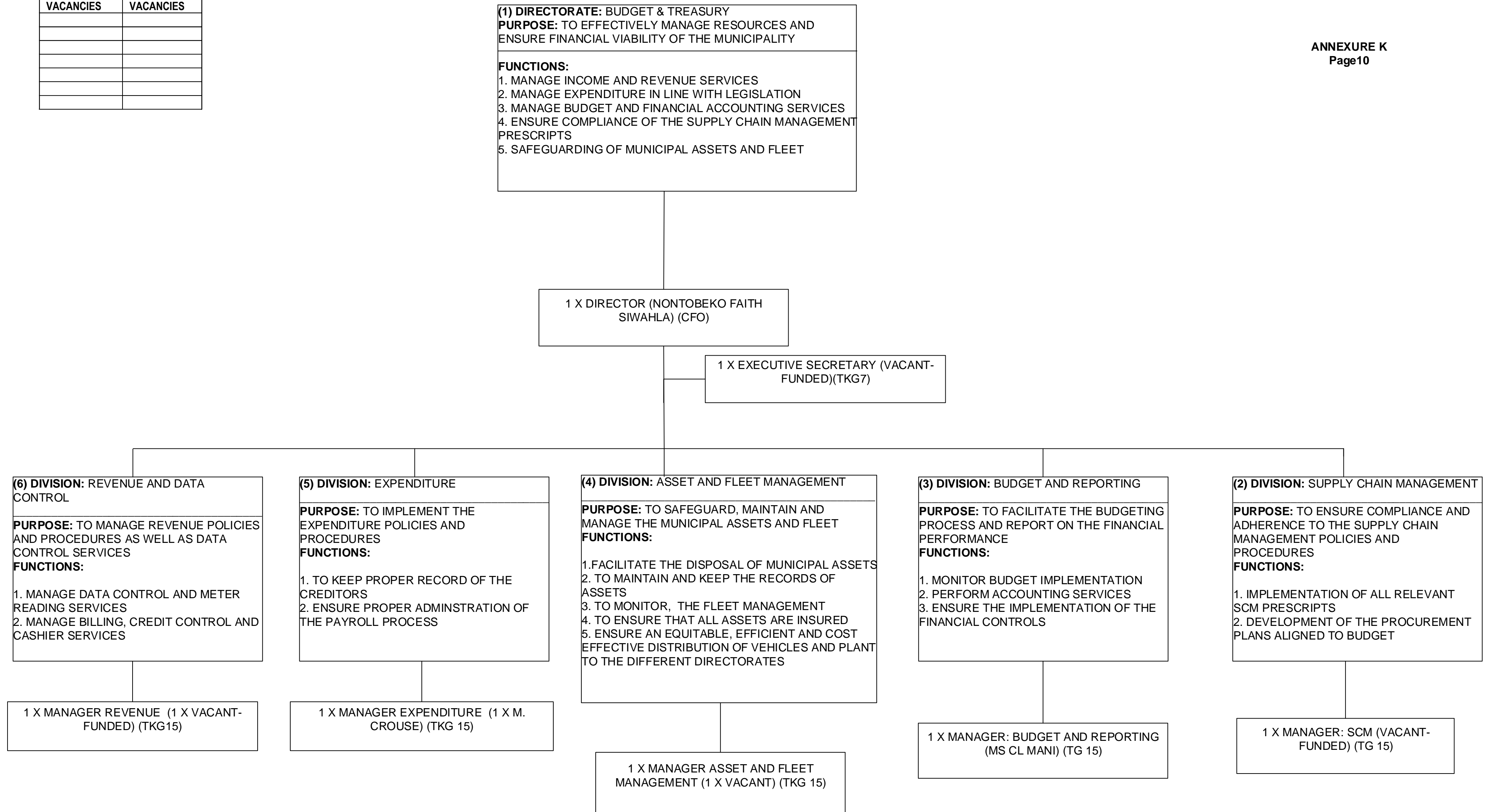
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**DIVISION:** HUMAN RESOURCES  
**PURPOSE:** TO RENDER HUMAN RESOURCES SERVICES TO THE MUNICIPALITY IN ACORDANCE WITH LEGISLATION AND THE IDP  
**FUNCTIONS:**  
 1. RENDER STAFF PROVISIONING SERVICES  
 2. RENDER PERSONNEL ADMINISTRATION SERVICES  
 3. RENDER LABOUR RELATIONS SERVICES  
 4. RENDER EMPLOYEE RELATIONS SERVICES  
 5. RENDER SKILLS DEVELOPMENT SERVICES  
 6. RENDER OCCUPATIONAL HEALTH AND SAFETY SERVICES

1 X MANAGER: HUMAN RESORCES(MR X. KALASHE) (TKG 15)



FUNDED VACANCIES	NON-FUNDED VACANCIES



FUNDED VACANCIES	NON-FUNDED VACANCIES

**(6) DIVISION: REVENUE AND DATA CONTROL**

**PURPOSE:** TO MANAGE REVENUE POLICIES AND PROCEDURES AS WELL AS DATA CONTROL SERVICES

**FUNCTIONS:**

1. MANAGE DATA CONTROL AND METER READING SERVICES
2. MANAGE BILLING, CREDIT CONTROL AND CASHIER SERVICES

1 X MANAGER: INCOME (VACANT-FUNDED) (TKG 15)

**DIVISION: BILLING, CREDIT CONTROL AND CASHIER SERVICES**

**PURPOSE:** TO MANAGE BILLING, CREDIT CONTROL AND CASHIER SERVICES

**FUNCTIONS:**

1. FINANCIAL TRANSACTIONS AND DATA CAPTURING
2. ACCOUNTS AND JOURNALS
3. RECEIPTING OF CASH AND CUSTOMER QUIREIES/ COMPLAINTS REGISTER
4. CREDIT CONTROL AND INDIGENTS REGISTER
5. INTER DEPARTMENTAL CHARGES AND SERVICE CHARGES

1 X SENIOR DATA CAPTURER (MRS. M. JACOBS) (TG 11)

2 X DATA CAPTURERS (MRS NB DUDA; (MS M. NOQAYI) (TG 6)

1 X SENIOR METER READER (MR NT KOLISI) (TG 6)

10 X METER READERS (MR MP CANA, MR LW POTWANA, MW MASWANA, MR MJ NELO, MR MV FULANI, MR T NGQOYIYA, TM ADAM, MS N COKO; MR C. BOMA ( 1X VACANT) (TG 5) (2X VACANT-NON-FUNDED-PROPOSED-POSTS) (TG 5)

**SECTION: DEBT COLLECTION**

1 X ACCOUNTANT (VACANT-NON-FUNDED-PROPOSED-POST) (TG 12)

1 X SENIOR CLERK(MRS ZP BOTTOMAN) (TG 11)

3 X CLERKS GRADE 1(MRS PP CAGWE-MRAJI, MRS N BATALA; MS NW PINI)

2 X OPERATORS CREDIT CONTROL (MR MMG ANTONI, 1 X VACANT) (TG 4)

1 X DRIVER/OPERATOR (MR BS MLATSHA) (TG 5)

1 X ACCOUNTANT: INCOME (VACANT-NON-FUNDED-PROPOSED POST) (TKG 12)

1 X ADMINISTRATIVE OFFICER: INCOME (MR G PHILLIPS) (TKG 11)

**THE ABOVE POSITION WILL BE ABOLISHED**

**SECTION: INDIGENT/ RATES ADMINISTRATION**

1 X SENIOR CLERK (MRS D MAY)

3 X INDIGENT CLERKS (MS G STUURMAN, MR TA MNAMATHA) (TG 6) (1X VACANT-NON-FUNDED-PROPOSED-POST) (TG 6)

2 X RATES CLERK (MR K FANGA, & MS B.N. MLATSHA ) (TG 6)

**SECTION: BILLING**

1 X ACCOUNTANT (VACANT-NON-FUNDED-PROPOSED POST) (TG 12)

1 X SENIOR CLERK (MS Z. DYALOYI) (TG 11)

4 X CLERK GRADE 1 (MS V BOTTOMAN-KHILA, MR M MAHAMBEHLALA; MS N.MAFANA)(MS F. TEMBENI) (TG 6)

5 X CASHIERS (MS T. SOBIKWA ; MR B. SPOPO; (1 x VACANT-FUNDED) (TG 5) (1X ALICE-DALE FILLED) (1X VACANT-NON-FUNDED-PROPOSED POST) (TG 5) [TOWNSHIP]

FUNDED VACANCIES	NON-FUNDED VACANCIES

**DIVISION: EXPENDITURE**

**PURPOSE:** TO IMPLEMENT THE EXPENDITURE POLICIES AND PROCEDURES

**FUNCTIONS:**

1. TO KEEP PROPER RECORD OF THE CREDITORS
2. ENSURE PROPER ADMINISTRATION OF THE PAYROLL PROCESS

1 X MANAGER (MR M CROUSE) (TKG 15)

**DIVISION: CREDITORS AND SALARIES**

**PURPOSE:** TO ADMINISTER THE EXPENDITURE MANAGEMENT POLICIES AND PROCEDURES

**FUNCTIONS:**

1. PERFORM CREDITORS RECONCILIATIONS
2. ENSURE ACCURATE CREDITORS PAYMENTS
3. ADMINISTER PAYROLL SERVICES
4. PERFORM PAYROLL RECONCILIATIONS

1 X ACCOUNTANT EXPENDITURE (VACANT-NON-FUNDED-PROPOSED POST) (TG 13)

**SECTION: CREDITORS**

1 X ADMINISTRATION OFFICER (MR R. J. MINTO) (TKG 11)

1 X CLERK GRADE 1 (MR D BODILL) (TG 6)

1 X CLERK GRADE 2 (MR J KEPE) (TG 6)  
1X REGISTRY CLERK (VACANT-FUNDED-PROPOSED-POST) (TG 6)

**SECTION: SALARIES**

1 X ADMINISTRATIVE OFFICER: SALARIES (VACANT-FUNDED) (TG 11)

1 X PAY MASTER (SALARIES) (MS R PITTAWAY)

1 X CLERK GRADE 1 (MR S. PINYANA) (TG 6)

FUNDED VACANCIES	NON-FUNDED VACANCIES

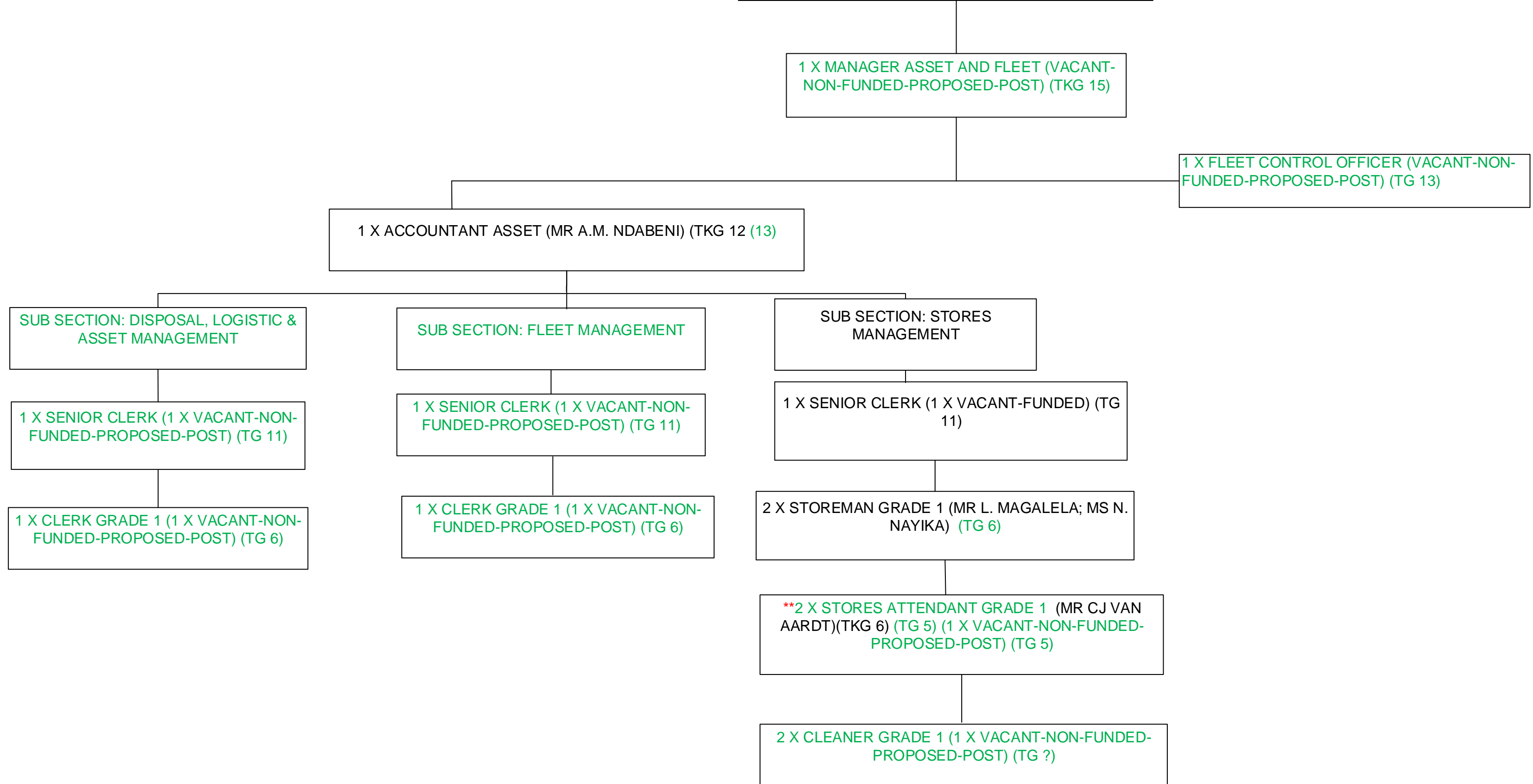
**DIVISION: ASSET AND FLEET MANAGEMENT**

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**PURPOSE:** TO SAFEGUARD, MAINTAIN AND MANAGE THE MUNICIPAL ASSETS AND FLEET

**FUNCTIONS:**

1. FACILITATE THE DISPOSAL OF MUNICIPAL ASSETS
2. TO MAINTAIN AND KEEP THE RECORDS OF ASSETS
3. TO MONITOR, THE FLEET MANAGEMENT
4. TO ENSURE THAT ALL ASSETS ARE INSURED
5. TO MANAGE THE DEVELOPMENT AND MONITORING OF THE ASSET REGISTER



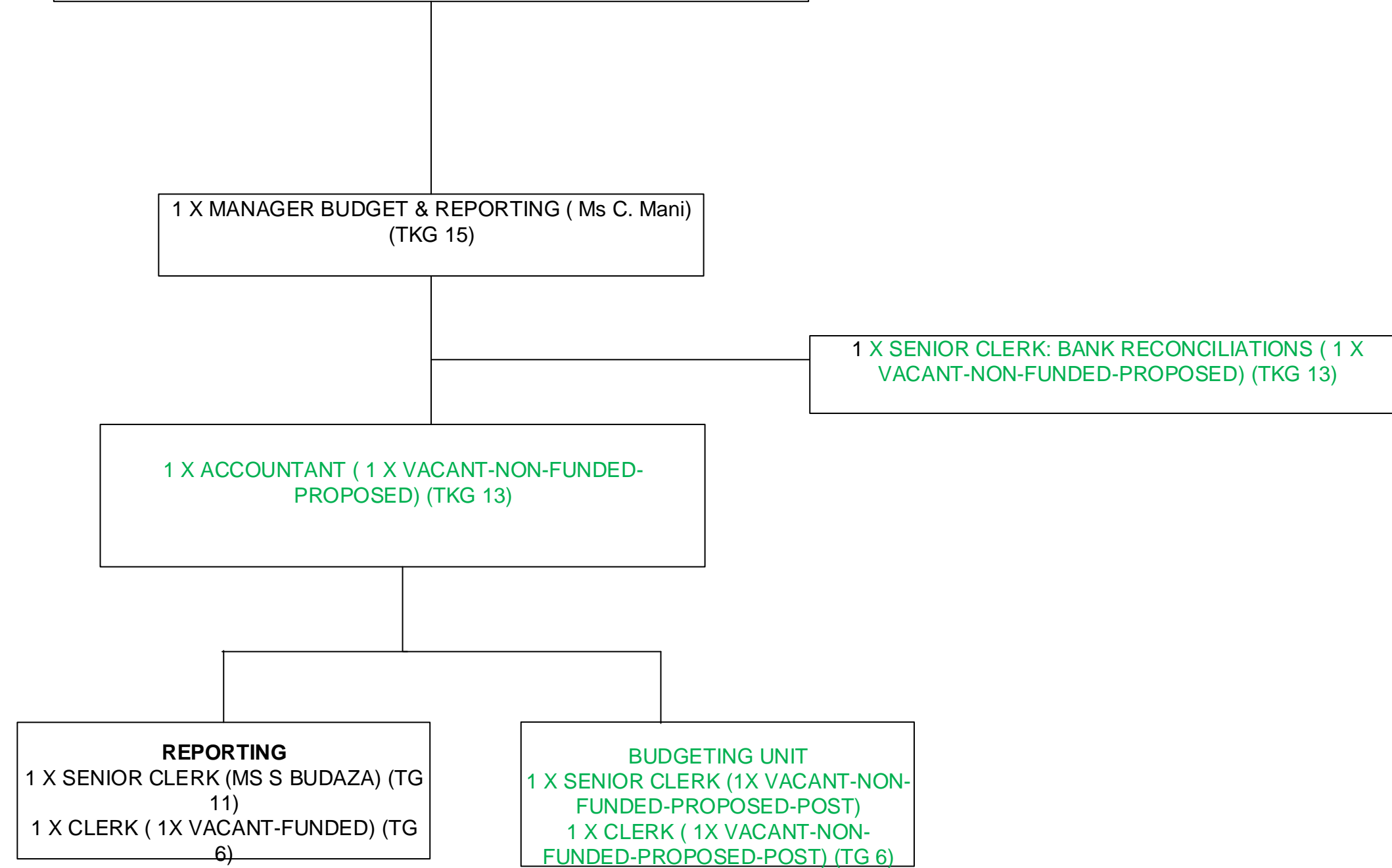
FUNDED VACANCIES	NON-FUNDED VACANCIES

**DIVISION: BUDGET AND REPORTING**

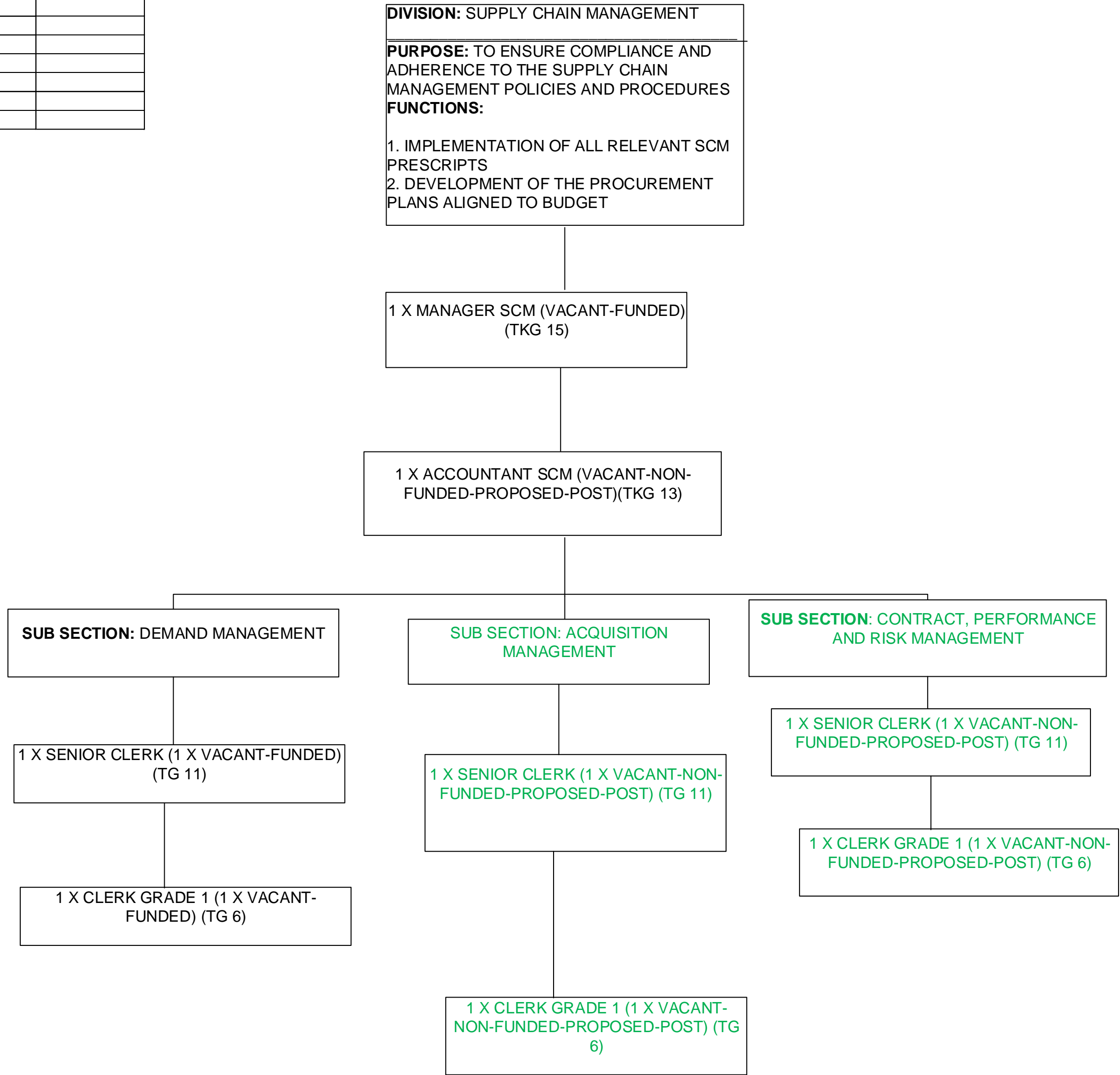
**PURPOSE:** TO FACILITATE THE BUDGETING PROCESS AND REPORT ON THE FINANCIAL PERFORMANCE

**FUNCTIONS:**

1. MONITOR BUDGET IMPLEMENTATION
2. PERFORM ACCOUNTING SERVICES
3. ENSURE THE IMPLEMENTATION OF THE FINANCIAL CONTROLS
4. ENSURE CONSISTENT AND PROPER REPORTING



FUNDED VACANCIES	NON-FUNDED VACANCIES





FUNDED VACANCIES	NON-FUNDED VACANCIES

**DIRECTORATE: ENGINEERING & INFRASTRUCTURAL SERVICES**  
**PURPOSE:** TO PROVIDE BASIC SERVICES AND RELIABLE INFRASTRUCTURE

**FUNCTIONS:**  
 1. PROVIDE ROADS AND STORM-WATER SERVICES  
 2. RENDER ELECTRICITY AND ENERGY SERVICES  
 3. PROVIDE WATER AND SANITATION SERVICES  
 4. FACILITATE THE PROVISION OF HUMAN SETTLEMENTS  
 5. FACILITATE THE IMPLEMENTATION OF THE RENEWABLE ENERGY STRATEGIES  
 6. PROVISION OF PROJECT MANAGEMENT SERVICES ON CAPITAL PROJECTS

1 X SECRETARY(MRS L BASSON)

1 X DIRECTOR (D. Mlenzana (TG ?))

**DEPARTMENT: TECHNICAL SERVICES**

**PURPOSE:** PROVIDE WATER, SANITATION, PROJECT MANAGEMENT, ROADS AND STORM WATERSERVICES

**FUNCTIONS:**

1. PROVIDE QUALITY WATER SERVICES
2. PROVIDE ADEQUATE SANITATION SERVICES
3. ENSURE QUALITY EFFLUENT IS RELEASED TO THE RIVER SYSTEM
4. PROVIDE WATER CONSERVATION AND DEMAND MANAGEMENT SERVICES
5. FACILITATE REGISTRATION OF PROJECTS ON MUNICIPAL INFRASTRUCTURE SYSTEM
- 6 OVERSEE THE IMPLEMENTATION OF CAPITAL PROJECTS
7. CONDUCT SOCIAL FACILITATION DURING THE PROJECT IMPLEMENTATION
8. COMPILATION OF FINANCIAL AND NON-FINANCIAL REPORTS
9. MAINTAIN URBAN AND RURAL SURFACED ROADS
10. MAINTAIN URBAN AND RURAL GRAVEL ROADS
11. MAINTAIN URBAN AND RURAL STORM-WATER INFRASTRUCTURE
12. IMPLEMENTATION OF MINOR CAPITAL ROADS PROJECTS.

**DEPARTMENT: ELECTRICITY AND ENERGY**

**PURPOSE:** TO RENDER ELECTRICITY AND ENERGY SERVICES

**FUNCTIONS:**

1. MANAGE THE DISTRIBUTION AND MAINTENANCE OF THE ELECTRICTY DISTRIBUTION SYSTEM
2. MAINTAIN TECHNICAL INSTALLATIONS
3. PLANNING AND DESIGN OF ELECTRICAL SYSTEMS
4. PROVIDE ADMINISTRTRIVE AND PROCUREMENT SERVICES OF THE ELECTRICAL STORES
5. PROVIDE MECHANICAL WORKSHOP SERVICES
6. FACILITATE THE IMPLEMENTATION OF RENEWABLE ENERGY PROJECTS
- 7.COORDINATE THE IMPLEMENTATION OF INDEPENDENT POWER PRODUCTION
8. DEVELOPMENT OF POLICIES AND STRATEGIES TOWARDS ENERGY SAVING
9. COMPILATION OF PROJECT PROGRESS REPORTS

**SECTION: HOUSING**

**PURPOSE:** TO ADMINISTER HOUSING PROJECTS

**FUNCTIONS:**

1. COORDINATE HOUSING DEVELOPMENT
2. BENEFICIARY ADMINISTRATION
3. CONDUCT HOUSING NEEDS SURVEYS

**SECTION: ADMINISTRATIVE SUPPORT**

**PURPOSE:** TO PROVIDE ADMINISTRATIVE SUPPORT SERVICES TO THE DIRECTORATE

**FUNCTIONS:**

1. PROVIDE SECRETARIAL SERVICES
2. RENDER GENERAL ADMINISTRATIVE SERVICES
3. RENDER CUSTOMER CARE SERVICES FOR THE DIRECTORATE

1 X HOUSING OFFICER (1 X VACANT) (TKG 10)

1 X OPERATIONS MANAGER - MR GK GOLIATH (TG: 15)

1 X SENIOR ADMINISTRATIVE OFFICER (MR VK XAMLEKO)  
 1 X PRINCIPAL CLERK (TKG 7) (1 X VACANT)  
 3 X CLERK GRADE 1 (MR LA NOGXABELA; MRS SV NKATAZO; 1 X VACANT)  
 1 X DATA CAPTURER (1 X VACANT)  
 1 X MESSENGER/ CLEANER (1 X VACANT)

2 X TYPIST/ CLERK (MS BR LIWANI) (MS B MADIKWA) (TG 6)  
 2X MESSENGER CLEANERS (MS N. FAKU; MS B. KAHLA) (TG 3)

THE MESSENGER POST IS IDENTIFIED FOR ABSOBTION OF A CONTRACT WORKER (A COURT ORDER WAS GIVEN FOR THIS POST)

FUNDED VACANCIES	NON-FUNDED VACANCIES

**DIRECTORATE:** ENGINEERING & INFRASTRUCTURAL SERVICES

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**DEPARTMENT:** CIVIL ENGINEERING

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**DIVISION:** ROADS AND STORM WATER  
**PURPOSE:** MAINTAIN THE URBAN ROADS AND STORM WATER INFRASTRUCTURE  
**FUNCTIONS:**

1. CONSTRUCT, REPAIR AND MAINTAIN ROADS AND STREETS FOR THE ENTIRE MAKANA AREA
2. MAINTAIN THE STORM WATER AND STRUCTURAL INFRASTRUCTURE FOR THE ENTIRE MAKANA AREA

1 X MANAGER: ROADS & STORMWATER (MR SS TUTUSE) (TKG 15)

**SECTION:** URBAN ROADS CONSTRUCTION AND MAINTENANCE

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**PURPOSE:** TO CONSTRUCT, REPAIR AND MAINTAIN URBAN ROADS AND STREETS FOR THE ENTIRE MAKANA AREA  
**FUNCTIONS:**

1. CONSTRUCT AND MAINTAIN GRAVEL ROADS
2. PERFORM STREETS AND ROADS MAINTENANCE

1 X SENIOR TECHNICIAN – Mr. Mthuthuzeli Mhlaba (TG 14)

**SECTION:** STORM WATER AND STRUCTURAL REPAIR

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**PURPOSE:** TO MAINTAIN THE URBAN STORMWATER AND STRUCTURAL INFRASTRUCTURE FOR THE ENTIRE MAKANA AREA  
**FUNCTIONS:**

1. CONSTRUCT, REPAIR AND MAINTAIN SIDEWALK PAVING
2. CONSTRUCT, REPAIR AND MAINTAIN STORM WATER SYSTEMS

1 X SUPERINTENDANT (MR RP HEYNES) (TKG 11)

**SUB SECTION: GRAVEL ROADS MAINTAINANCE**

1 X SUPERVISOR: ROADS (TKG 7) (MR M MAWUSE)

- 2 X OPERATOR SPECIAL GRADE (MR NA MLATSHA; MR TR MAY)  
5 X OPERATORS GRADE 2 (2X VACANT); MR KE HLUTHA; MR L BRAKFESI; MR BG BAMBISO)  
6 X TRUCK DRIVERS (MR WE KEWUTI; MR PR NDOLO; MR VG NGQOYIYA; MR GL MANKAYI; MR ZS KUKISI)  
10 X GENERAL WORKERS ( MR L MDOKO;MR ME MFABANA;MR MJ MFECANE; 7 X VACANT-FUNDED )

**SUB SECTION: PREVAANTATIVE MAINTAINANCE AND PATCHING**

PREVENTATIVE MAINTENANCE AND PATCHING

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2 X SUPERVISORS/ DRIVER – MR. T.E. WOZA; MR. S. NIKELO (TKG 7)  
16 X GENERAL WORKERS (MR A.Z. JAMES ; MR D. M. DIKO; MR F XAKO; MR SM NKANI; MR SL MKOLO; MR SM VELITI; MS NL NGAPI; MR M MTHIMKHULU; MR Z HEATHCOTE; MR OT MWAHLENI;MR TW NELA; MR T.E. RADU; MR L.S. DYAN; MR S. KEPE; 2 X VACANT)

PREVENTATIVE MAINTENANCE AND PATCHING

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1 X SUPERVISOR (MR N.M. MBEBETHO);  
10 X GENERAL WORKERS (MR N. CAKUMA; MR M.M PONGOLO; MR MKHUNQWANA; MR C.M. MAQOKO; MR M. BLOU; MR T. MANKAYI; MR S. SOXOKASHE; MR L. BOTOMAN; MR M. NTANDA) (1X VACANT)

**SUB SECTION: SIDEWALKS AND PAVING**

1 X SUPERVISOR: PAVING (TKG 7) (MR D.M. DAMANA)

- 3 X GENERAL WORKERS (MR L.S. FAXI; MR N.M. MANCAM; MR V.G. NGQOYIYA (2X VACANCIES)

**SUB SECTION: STORM WATER REPAIRS AND MAINTANANCE**

2 X SUPERVISOR (MR CE BARTLETT; MR ZE LIMBA)

2 X HANDYMAN ( MR MH DINISO)(1X VACANT)

- 13 X GENERAL WORKERS (MR FW MFECANE; MR AL MANTLA; MR P BUNI; MS PC JOJA; MS NS MAGXWALISA; MS N MONA; MS N NDUMO;MS NV NTLANJENI; GENERAL WORKERS (MS N.E. TEKI; MR N. NDUMO; MS P.C. JOJA; MR A. QANGULE; MR F.W. MFECANE) (3X VACANCIES)

FUNDED VACANCIES	NON-FUNDED VACANCIES

**DEPARTMENT: WATER AND SANITATION**

**PURPOSE:** PROVIDE WATER AND SANITATION SERVICES

**FUNCTIONS:**

1. PROVIDE QUALITY WATER SERVICES
2. PROVIDE ADEQUATE SANITATION SERVICES
3. ENSURE QUALITY EFFLUENT IS RELEASED TO THE RIVER SYSTEM
4. PROVIDE WATER CONSERVATION AND DEMAND MANAGEMENT SERVICES

1 X MANAGER: WATER & SANITATION(MS N TSHICILELA) (TKG 15)

**SECTION: WATER AND SANITATION TREATMENT SERVICES**

**PURPOSE:** TO RENDER WATER AND SANITATION TREATMENT SERVICES

**FUNCTIONS:**

1. RENDER WATER TREATMENT SERVICES
2. RENDER SANITATION TREATMENT SERVICES

**SECTION: WATER AND SANITATION DISTRIBUTION**

**PURPOSE:** TO PROVIDE WATER AND SANITATION MAINTENANCE SERVICES

**FUNCTIONS:**

1. PROVIDE WATER MAINTENANCE SERVICES
2. PROVIDE SANITATION MAINTENANCE SERVICES

1 X SENIOR TECHNICIAN (BULK)– MR T. RALA (TG: 14)

1 X SENIOR TECHNICIAN (RETICULATION) – MS B. SOYIZWAPI (TG: 14)

1 X QUALITY ASSURANCE & COMPLIANCE OFFICER (VACANT-NON-FUNDED-PROPOSED-POST (TG ?))

**HOWIESONSPOORT PUMP STATION)**

4 X SHIFTMAN, MR TN JILANA; MR TJ JILANA; MS N MNGXUMA (1 VACANT)

2 X GENERAL WORKER (2 VACANT)

**WATER TREATMENT 3 SEVEN FOUNTAIN**

1 X WATERWORKS OPERATOR (1 VACANT)

2 X GENERAL WORKERS (2 VACANT)

**SUB SECTION: WATER TREATMENT SERVICES**

1 X SENIOR FOREMEN (MR XM NDIMBA) (TKG 11)

WATER TREATMENT PLANT 1 (WAAINEK)

4 X WATERWORKS OPERATORS(MS N GONGQOBE; MS KM MADINDA; MR FN MAVELA; MR SM HANI) MR MM MGOGOSHE

4 X WATERWORKS SHIFTMANS (MR J LEON, MR H MARAMBANA;MR ZJ ZWENI) (1 VACANT)

3 X GENERAL WORKERS (MR. A HELENI) (2 VACANT)

**SUB SECTION: SANITATION TREATMENT SERVICES**

1 X FOREMAN (MR GL EVERTON)(TKG 10)

SANITATION TREATMENT PLANT 1 (BELMONT VALLEY)

3 X SANITATION WORKS OPERATOR (MR NW MKOLO; MRS S SOMAGU; MR W SOKE)

4 X SANITATION WORKS SHIFTMAN (MR MB MANKAYI; MR M MZIZI; MR TD SAKI; MR M. MPHINYANA)

2X PUMP ATTENDANCE (MR. S. NZWANA) (TG ?)  
1X VACANT-NON-FUNDED-PROPOSED-POST (TG ?)

10 X GENERAL WORKERS (MR M MBEKELE; MR L PLANGA; MR SG NKOLONGO; MR PJ SOMPANI; MR M JANUARY; MR S HANI MR T BAVUMA; MR MM FRANS; MR N MADWARA; MR S. C. NZWANA)

**SUB SECTION: WATER MAINTAINANCE**

1 X SENIOR FOREMAN – MR L. DLAMINI (TG11)

WATER RETICULATION

1X TLB OPERATOR – (VACANT) (TG: 6)

3X TRUCK DRIVERS – (VACANT-FUNDED) (TG: 6)

6 X ARTISAN PLUMBERS (TKG 9) (MR L MLOLA; MR M NGQOKWE; MR M MNTWINI; MR MP MKALIPI; MR TW MTSHIZANA; MR K NQEBE) 7 X TRADE WORKER GRADE 4/3/2/1

25 X GENERAL WORKERS (MR Z NGUMBELA; MR MS YAME; MR MG FAKU; MR T JULY; MR SW MAKHASI;MR MM MAKOMBE;MR D NGQINZI) MR NW SKEPE; MR LL BASIE; MR A HAWULANA; MR S JACK; MR A HELENI; MR B SPEELMAN; MR X NTETHE; MR M SKAAP; MR MM NDOLO (9X VACANCIES)

**SUB SECTION: SANITATION MAINTENANCE**

1 X SENIOR FOREMAN (MR S METHUSI) (TKG 11)

CONSERVANCY TANK CLEARANCE

2 X SUPERVISOR DRIVER (MR ME NTLANJENI; MR N.G. SPEELMAN) 6 X SANITATION WORKER( MR MI KOM; MR X. KULATI; MR G.M. ADAM; MR JR RALO)

WATER TREATMENT PLANT 2 (JAMES KLEYNHANS)

1 X SENIOR FOREMEN (MR Z KAHLA) (TG 11)

4 X WATER WORKS OPERATORS (MR ZR ADAM; MR SS MTONGA; MR L SHEYI) (1 VACANT-FUNDED) (TG 7)

4 X WATERWORKS SHIFTMAN (MR MZ MAKANDA; MR VG MZAYIDUME; MR VA JACOBS; MR SJ NONXUBA;

4 X GENERAL WORKER (2 X VACANT-FUNDED) (TG 3) (2X VACANT-NON-FUNDED-PROPOSED-POST)

SANITATION TREATMENT PLANT 2 (MAYFIELD)

3 X SANITATION WORKS OPERATOR (MR DN WESSELS; MR R FRANCIS; 1 X VACANT)

3 X SANITATION WORKS SHIFTMAN ( VACANT)

6 X GENERAL WORKERS ( MR S THETHANI; MR M SPEELMAN; MR M MALONI; MR Z JAMES; 2 X VACANT))

WATER CONSERVATION & DEMAND MANAGEMENT

6 X WATER CONSERVATION WORKERS (VACANT)

NIGHT SOIL PAIL CLEARANCE

1 X SUPERVISOR DRIVER (VACANT-FUNDED) (TKG 7)

10 X NIGHT SOIL WORKERS (MR V.R YAKO; MR V. MDUTYANA; MR A.T. BHUKULA; MR S SPEELMAN; (6 X VACANT)

BLOCKAGE CLEARANCE

2 X SUPERVISOR DRIVER (TKG 7) (MR DJ BASSON; MR T JORDAAN)

12 X SANITATION WORKERS (MR L NQUMA; MR P DU PLESSIS; MR S. MELANI; MR V.H. NQEBEYA; MR M. BUDAZA; MR Z. PAYI; MR M.M. MPALALA; MR X. GIDANA; MR V. KLEYI) (3X VACANT)

WATER DELIVERY

2 XTRUCK DRIVERS (VACANT-FUNDED-PROPOSED POST) (TG?)

4X GENERAL WORKERS (MR K.M. NKOLONGO; MR L NOJOZI ) (TG 3) (2X VACANT-NON-FUNDED-PROPOSED POSTS) (TG 3)

DREDGING TEAM

1 X SUPERVISOR DRIVER ( VACANT-NON-FUNDED-PROPOSED-POST) (TG 7)

6 X GENERAL WORKERS MR AT BUKULA; MR N DLEPHU; MR TG MADOLWANA; (3 VACANT)

2X PLUMBERS (MR. F. MANYATHI) (TG 9) (1X VACANT-FUNDED-PROPOSED POST) (TG 9)

4X GENERAL WORKERS (MR. M. TOKOTA) (TG 3) (3X VACANT-NON-FUNDED-PROPOSED POSTS) (TG 3)

HYDROBLAST TEAM

1X SUPERVISOR DRIVER (MR Z. ZWENI) (TG 7)

3X GENERAL WORKERS (VACANT-NON-FUNDED-PROPOSED-POSTS) (TG 3)

FUNDED VACANCIES	NON-FUNDED VACANCIES

**DIRECTORATE:** ENGINEERING & INFRASTRUCTURAL SERVICES

**DEPARTMENT:** ELECTRICITY AND ENERGY  
**PURPOSE:** TO RENDER ELECTRICAL DISTRIBUTION SERVICES

**FUNCTIONS:**

1. MANAGE THE DISTRIBUTION AND MAINTENANCE OF THE ELECTRICITY DISTRIBUTION SYSTEM
2. MAINTAIN TECHNICAL INSTALLATIONS
3. PLANNING AND DESIGN OF ELECTRICAL SYSTEMS
4. PROVIDE ADMINISTRATIVE AND PROCUREMENT SERVICES TO THE DEPARTMENT
5. MANAGE THE IMPLEMENTATION OF RENEWABLE ENERGY
6. MANAGE THE COORDINATION OF INDEPENDENT POWER PRODUCTION
7. MANAGE THE DEVELOPMENT POLICIES AND STRATEGIES TOWARDS ENERGY SAVING
8. MANAGE THE COMPILATION OF PROJECT PROGRESS REPORTS

1 X DEPUTY DIRECTOR - ELECTRICAL (MR M RADU) (TKG 16)

1 X NETWORK CONTROLLER (1 X VACANT)

**DIVISION: DISTRIBUTION**

**PURPOSE:** TO MANAGE THE DISTRIBUTION OF ELECTRICITY AND MAINTENANCE OF THE ELECTRICITY DISTRIBUTION SYSTEM

**FUNCTIONS:**

1. INSTALL AND MAINTAIN THE ELECTRICAL DISTRIBUTION SYSTEM AND DEVELOP AND MAINTAIN OVERHEAD LINES
2. DEVELOP AND MAINTAIN HIGH MAST LIGHTING AND MAINTAIN STREET LIGHTS
3. PROVIDE TRENCHING SERVICES
4. RENDER SUPPLY CHAIN MANAGEMENT
5. MANAGE THE MECHANICAL WORKSHOP SERVICES

1 X MANAGER DISTRIBUTION (MR. X. BOKWE) (TG 15)

1 X SUPERINTENDANT: WORKSHOP (MR GAK SAMUEL) (TG 11)

1 X SENIOR MECHANIC (MR MH BLACK) (TG 10)

1 X ADMINISTRATIVE ASSISTANT (MR S. MARDON) (TG 6)

3 X ARTISAN (MECHANIC) (MR SA MASOMA; MR WM DAMANE; 1 X VACANT) (TKG 9)  
5 X TRADE WORKER SPECIAL GRADE (MR L PONI; MR W SINGATA; MR SF MGXOTENI; MR L. BIKITSHA) (1X VACANT-NON-FUNDED-PROPOSED-POST) (TG 5)

**DIVISION: TECHNICAL INSTALLATIONS**

**PURPOSE:** TO MAINTAIN TECHNICAL INSTALLATIONS

**FUNCTIONS:**

1. ATTEND TO AND MAINTAIN LOAD MANAGEMENT SYSTEMS
2. ATTEND TO AND MAINTAIN RADIO COMMUNICATIONS SYSTEMS
3. ATTEND TO AND MAINTAIN ELECTRICAL PROTECTION RELAY SYSTEMS
4. ATTEND TO AND MAINTAIN THE DEPARTMENTAL IT SYSTEMS
5. DO INSTALLATION INSPECTION
6. MAINTAIN ELECTRICAL COMPONENTS OF THE MUNICIPALITY

1 X SUPERINTENDANT (VACANT-FUNDED) (TKG 11)

2 X MILLWRIGHT (PUMPS) (2 X VACANT)

1 X ARTISAN (ELECTRICIAN) (VACANT) (TKG 10)

1 X ARTISAN ASSISTANT (VACANT)

1 X ELECTRICAL TECHNICIAN (1 X VACANT)

**DIVISION: PLANNING AND DESIGN**

**PURPOSE:** TO PLAN AND DESIGN SYSTEMS AND INSTALLATIONS

**FUNCTIONS:**

1. PRODUCE PLANS AND TECHNICAL DRAWINGS
2. KEEP AND MAINTAIN PLANS, TECHNICAL DRAWINGS, TECHNICAL RECORDS AND SURVEYS
3. TRACK AND RECORD ALL DISTRIBUTION SYSTEMS ON GIS
4. MANAGE PROJECTS

1 X TECHNICAL OFFICER (TKG 12) (1 X VACANT)

1 X TECHNICAL ASSISTANT (MR V SILINGA) (TKG 11)

**DEPARTMENT: SUSTAINABLE ENERGY**

**PURPOSE:** FACILITATE THE IMPLEMENTATION OF THE RENEWABLE ENERGY STRATEGIES

**FUNCTIONS:**

1. FACILITATE THE IMPLEMENTATION OF RENEWABLE ENERGY PROJECTS
2. COORDINATE THE IMPLEMENTATION OF INDEPENDENT POWER PRODUCTION
3. DEVELOPMENT OF POLICIES AND STRATEGIES TOWARDS ENERGY SAVING
4. COMPILATION OF PROJECT PROGRESS REPORTS

1 X MANAGER ENERGY (VACANT-NON-FUNDED-PROPOSED-POST) (TKG 15)

2 X FIELD OPERATORS (VACANT-NON-FUNDED-PROPOSED-POST) (TKG 6)

1 X ARTISAN/TECHNICIAN (VACANT-NON-FUNDED-PROPOSED-POST) (TKG 9)

1 X DATA CAPTURER (VACANT-NON-FUNDED-PROPOSED-POST) (TKG 6)

**DIVISION: LOSS CONTROL**

**PURPOSE:** TO MINIMIZE REVENUE LOSSES

**FUNCTIONS:**

1. DO RISK ANALYSES
2. DEVELOP AND IMPLEMENT LOSS CONTROL POLICIES AND PROCEDURES

1 X REVENUE PROTECTION OFFICER (1 X VACANT)

1 X ASSISTANT REVENUE PROTECTION OFFICER (1 X VACANT)

**DIVISION: ADMINISTRATION**

**PURPOSE:** TO PROVIDE ADMINISTRATIVE SUPPORT SERVICES TO THE DEPARTMENT

**FUNCTIONS:**

1. PROVIDE SECRETARIAL SERVICES
2. RENDER GENERAL ADMINISTRATIVE SERVICES

1 X TYPIST/ CLERK (VACANT)  
1 X MESSENGER/ CLEANER (MS NA KONDILE)  
1X OFFICE ASSISTANT (MS. Z MCUBA)

FUNDED VACANCIES	NON-FUNDED VACANCIES

**DIRECTORATE:** ENGINEERING & INFRASTRUCTURAL SERVICES

**DEPARTMENT:** DISTRIBUTION

**PURPOSE:** TO MANAGE THE DISTRIBUTION OF ELECTRICITY AND THE MAINTENANCE OF THE ELECTRICITY DISTRIBUTION SYSTEM

**FUNCTIONS:**

1. INSTALL AND MAINTAIN THE ELECTRICAL DISTRIBUTION SYSTEM AND DEVELOP AND MAINTAIN OVERHEAD LINES
2. DEVELOP AND MAINTAIN HIGH MAST LIGHTING AND MAINTAIN STREET LIGHTS
3. PROVIDE TRENCHING SERVICES
4. MANAGE THE MECHANICAL WORKSHOP FUNCTIONS AND SERVICES

1 X MANAGER DISTRIBUTION (MR. X. BOKWE) (TG 15)

**SECTION: DISTRIBUTION AND MAINTENANCE**

**PURPOSE:** TO INSTALL AND MAINTAIN THE ELECTRICAL DISTRIBUTION SYSTEM AND DEVELOP AND MAINTAIN OVERHEAD LINES

**FUNCTIONS:**

1. INSTALL AND MAINTAIN THE ELECTRICAL DISTRIBUTION SYSTEM
2. DEVELOP AND MAINTAIN OVERHEAD LINES

**SECTION: LINE-CONSTRUCTION**

**PURPOSE:** TO PROVIDE LINE CONSTRUCTION SERVICES

**FUNCTIONS:**

1. DO LINE CONSTRUCTION
2. ERECT POLES FOR NEW OVERHEAD LINES

**SECTION: TRENCHING**

**PURPOSE:** TO PROVIDE TRENCHING SERVICES

**FUNCTIONS:**

1. DO TRENCHING FOR NEW LINES
2. ERECT POLES FOR NEW OVERHEAD LINES

**SECTION: HIGH MAST AND STREET LIGHT MAINTENANCE**  
DIVISION: PLANNING AND DESIGN

**PURPOSE:** TO DEVELOP AND MAINTAIN HIGH MAST LIGHTING AND MAINTAIN STREET LIGHTS

**FUNCTIONS:**

1. INSTALL AND MAINTAIN HIGH MAST LIGHTING
2. INSTALL AND MAINTAIN STREET LIGHTING

1 X LINE-GANG (VACANT)

1 X DRIVER/OPERATOR (VACANT)

1 X LEADING HAND (MR Z. MATOMANA)  
1 X LINE WORKER; (MR W. MALEKI)

14 X GENERAL WORKERS (MR SW NELA; MR SR NTLOKWANA; MR LR PLAATJIE; MR X QHINGA; ; MR JD MTUZE; MR VX GONGQA; MR SA MAFANI; MR DA DOUDES) MS NP MADIKANE; MR MT MFECANE; MS N COSSIE; MR S. MTANA; MR M. TABATA) (1X VACANT)

11 X ARTISAN (ELECTRICIAN) (MS N MKOKELI; MR S LANGA; MS NA MLOTANA; MR SC RAMBA; MR K NGQELE; MR L MBUYEPHI; MR Z. VANI; MR Z. TOKWE) (TKG 10) (3X VACANCIES)

12 X ARTISAN ASSISTANTS (MR T MAME; MR ZJ NGINDANA; MR D.B. GOMBA; MR A. JUJU; MS NY KALASE; MR MM NTSHOKO; MR TH HULUSHE; MR AD SPHERE; SN MATIWANA) (3X VACANCIES)

1 X SENIOR FOREMAN DISTRIBUTION – MS N. NTONTELA (TG: 11)

1 X SUPEINTENDANT: WORKSHOP (MR GAK SAMUEL) (TG 11)

1 X SUPERVISOR (1 X VACANT)

1 X SENIOR MECHANIC (MR MH BLACK) (TG 10)

1 X ARTISAN (ELECTRICIAN) ALICEDALE AND RIEBEECK EAST (VACANT) (TKG 10)

SUB SECTION: HIGH MAST LIGHTING

SUB SECTION: STREET LIGHTING

1 X ADMINISTRATIVE ASSISTANT (MR S. MARDON) (TG 6)

1 X ARTISAN ASSISTANT ALICEDALE AND RIEBEECK EAST (VACANT)

1 X LIGHT FITTER (HIGH MASTS) (MR FK CLARK)

2 X LIGHT FITTER (MR AP HLUTHA; MR M DUDA)

1 X TRUCK DRIVER (1 X VACANT)

1 X ARTISAN ASSISTANT (MR M. RALO)

2 X ARTISAN ASSISTANT (MR SD MAVUSO) (1X VACANT)

3 X ARTISAN (MECHANIC) (MR SA MASOMA; MR WM DAMANE; 1 X VACANT) (TKG 9)  
5 X TRADE WORKER SPECIAL GRADE (MR L PONI; MR W SINGATA; MR SF MGXOTENI; MR L. BIKITSHA) (1X VACANT-NON-FUNDED-PROPOSED-POST) (TG 5)

FUNDED VACANCIES	NON-FUNDED VACANCIES

**DEPARTMENT: PROJECT MANAGEMENT UNIT**

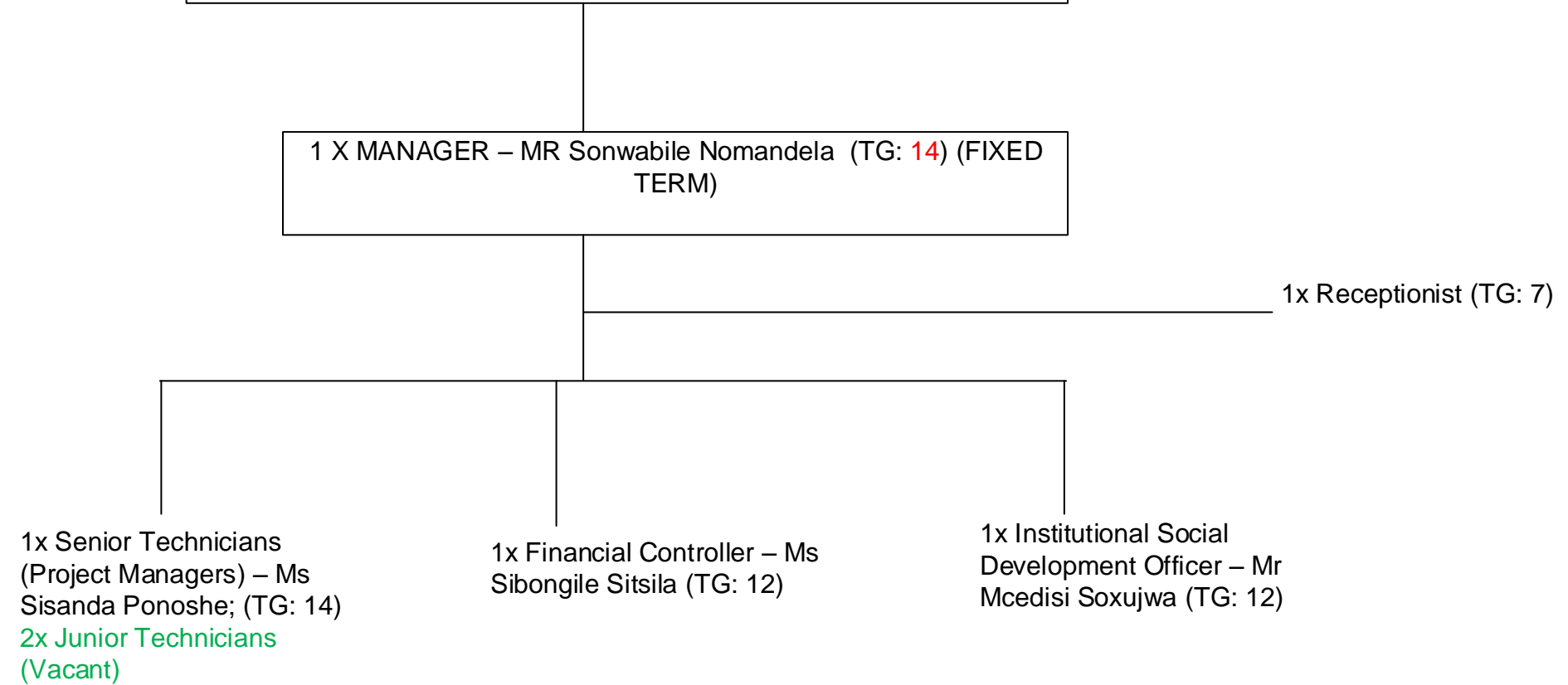
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**PURPOSE: TO PROVIDE PROJECT MANAGEMENT SERVICES TO CAPITAL PROJECTS**

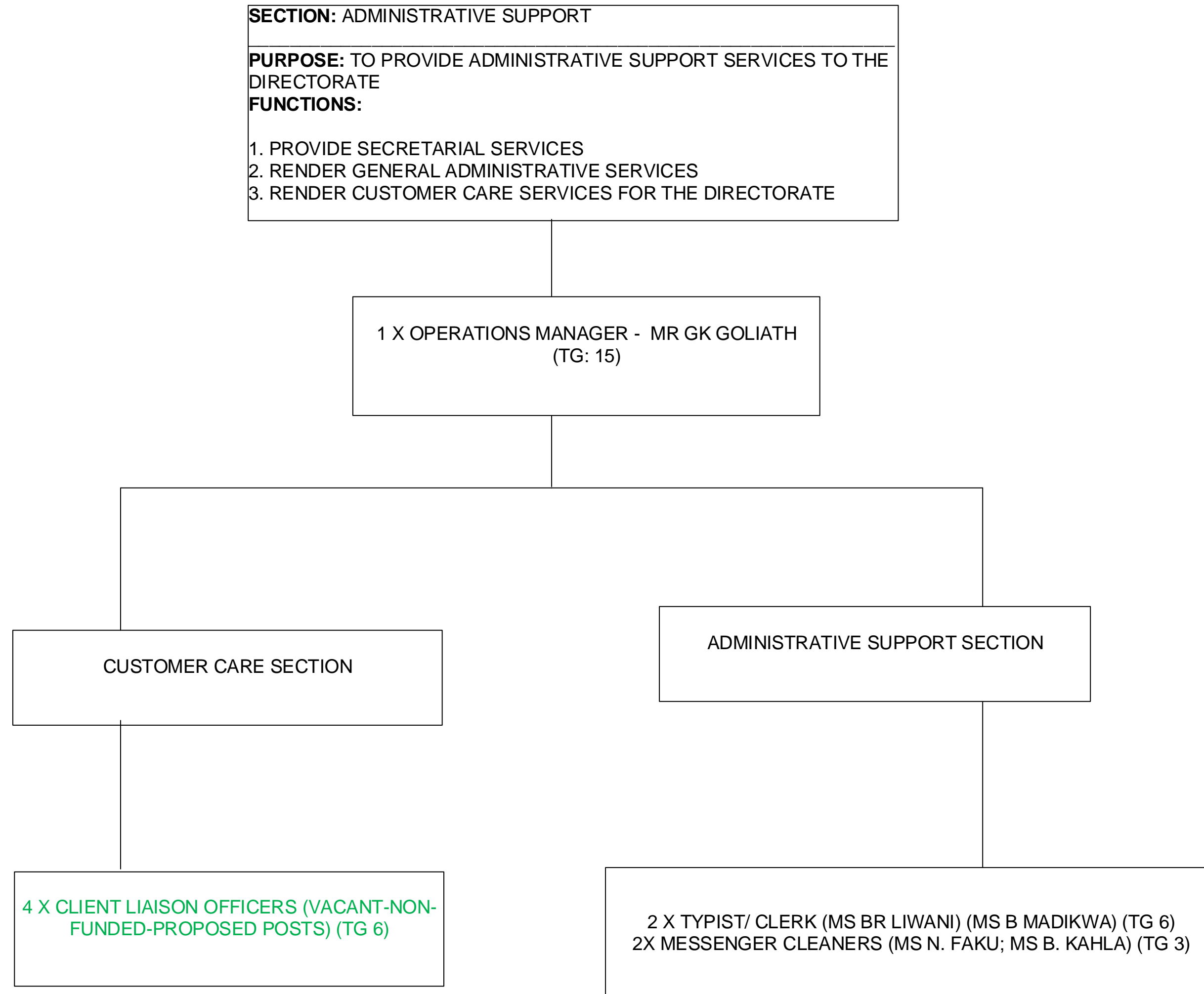
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**FUNCTIONS:**

1. FACILITATE REGISTRATION OF PROJECTS ON MUNICIPAL INFRASTRUCTURE SYSTEM
2. OVERSEE THE IMPLEMENTATION OF CAPITAL PROJECTS
3. CONDUCT SOCIAL FACILITATION DURING THE PROJECT IMPLEMENTATION
4. COMPILATION OF FINANCIAL AND NON-FINANCIAL REPORTS



FUNDED VACANCIES	NON-FUNDED VACANCIES



FUNDED VACANCIES	NON-FUNDED VACANCIES

**DIRECTORATE: PUBLIC SAFETY & COMMUNITY SERVICES**

**PURPOSE:** TO MANAGE COMMUNITY SERVICES

**FUNCTIONS:**

1. MANAGE PUBLIC SAFETY AND EMERGENCY SERVICES
2. MANAGE LIBRARY SERVICES
3. MANAGE ENVIRONMENTAL MANAGEMENT
4. MANAGE PARKS AND RECREATION SERVICES
5. MANAGE ENVIRONMENTAL HEALTH AND CLEANSING SERVICES

1 X DIRECTOR (CONTRACT) (MR M PLANGA)

1 X SECRETARY (MS P. Khaiipha) (TG ?)  
1 X MESSENGER/CLEANER ; (Proposed and Non-funded Position)

**DIVISION: TRAFFIC SERVICES**

**PURPOSE:** TO MANAGE LAW ENFORCEMENT AND TRAFFIC SERVICES IN ACCORDANCE WITH LEGISLATION

**FUNCTIONS:**

1. MANAGE TRAFFIC ADMINISTRATION
2. MANAGE TRAFFIC LAW ENFORCEMENT
3. RENDER LICENSING AND TESTING SERVICES
4. MANAGE BY LAW ENFORCEMENT

**DIVISION: FIRE AND RESCUE SERVICES**

**PURPOSE:** TO MANAGE FIRE AND RESCUE SERVICES IN ACCORDANCE WITH LEGISLATION

**FUNCTIONS:**

1. MANAGE HAZARD PREVENTION MEASURES (FIRE SAFETY)
2. IMPLEMENT MEASURES TO PREVENT FIRES
3. CONDUCT COMMUNITY AWARENESS PROGRAMMES

**DIVISION: LIBRARY SERVICES**

**PURPOSE:** TO MANAGE LIBRARY SERVICES IN ACCORDANCE WITH LEGISLATION, POLICIES AND THE IDP

**FUNCTIONS:**

1. MANAGE THE PROCUREMENT, LENDING AND USE OF LIBRARY MATERIAL
2. MANAGE USER EDUCATION AND PROMOTE READING
3. INITIATE AND ASSIST IN THE ESTABLISHMENT OF SCHOOL AND COMMUNITY LIBRARIES

**DIVISION: PARKS AND RECREATION**

**PURPOSE:** TO MANAGE ENVIRONMENT, RECREATION IN ACCORDANCE WITH LEGISLATION, POLICIES AND THE IDP

**FUNCTIONS:**

1. MANAGE HORTICULTURAL SERVICES
2. MANAGE SPORT AND RECREATION
3. RENDER ADMINISTRATIVE SERVICES TO THE DIVISION
4. MANAGE CEMETERIES

**DIVISION: ENVIRONMENTAL HEALTH AND CLEANSING SERVICES**

**PURPOSE:** TO MANAGE ENVIRONMENTAL HEALTH AND SOLID WASTE MANAGEMENT IN ACCORDANCE WITH LEGISLATION, POLICIES AND THE IDP

**FUNCTIONS:**

1. MANAGE THE INSPECTION AND CONTROL OF HOTELS, BOARDING ESTABLISHMENTS, FOOD OUTLETS, STREET TRADING, OVER-GROWN YARDS, ILLEGAL DUMPING, NOISE POLLUTION, PUBLIC NUISANCE, DIARIES AND DO WATER AND AIR QUALITY MONITORING
2. MANAGE BUSINESS LICENSES
3. PROVIDE SOLID WASTE MANAGEMENT SERVICES

ENVIRONMENTAL HEALTH: DISTRICT MUNICIPALITY FUNCTION, MAKANA RENDER FUNCTION PER AGREEMENT

**DIVISION: ENVIRONMENTAL MANAGEMENT**

**PURPOSE:** TO MANAGE AND COORDINATE ENVIRONMENTAL PROJECTS

**FUNCTIONS:**

1. COORDINATE ENVIRONMENTAL MANAGEMENT SYSTEM (EMS) AND MONITORING SYSTEMS (MS)
2. MANAGE STRATEGIC ENVIRONMENTAL ASSESSMENT (SEA) AND ENVIRONMENTAL AND SOCIAL IMPACT ASSESSMENTS (EIA AND SIA)
3. COORDINATE COMMUNITY CONSULTATIONS
4. COORDINATE ENVIRONMENTAL EDUCATION AND TRAINING
5. ENSURE COMPLIANCE WITH ENVIRONMENTAL LEGISLATION

1 X ENVIRONMENTAL MANAGER (MR NM NONGWE)

1 X ENVIRONMENTAL COMMUNITY FACILITATOR (VACANT-NON-FUNDED-PROPOSED) (TKG ?)



FUNDED VACANCIES	NON-FUNDED VACANCIES

**DIRECTORATE:** PUBLIC SAFETY & COMMUNITY SERVICES  
**DIVISION:** FIRE SERVICES  
**SECTION:** FIRE AND RESCUE  
**PURPOSE:** TO MANAGE FIRE AND RESCUE SERVICES IN ACCORDANCE WITH LEGISLATION  
**FUNCTIONS:**  
 1. MANAGE HAZARD PREVENTION MEASURES (FIRE SAFETY)  
 2. EXTINGUISH FIRES/ PERFORM RESCUES  
 3. MANAGE THE ADMINISTRATION OF THE DIVISION  
 4. MANAGE THE DISASTER MANAGEMENT SECTION

1 X MANAGER: EMERGENCY SERVICES (MR WJ WELKOM) (TKG 15)

1 X DISASTER OFFICER (MR KW QUPE)(TKG 10)

1 X FIRE PREVENTION OFFICER (VACANT-NON-FUNDED-PROPOSED-POST) (TG 9)  
 1 X STATION COMMANDER (MS V SAM)(TKG 11)  
 1 X SENIOR CLERK (MS X NGCETE) (TG 9)  
 1 X CLEANER/ MESSENGER (MR CT XAKO) (TG 3)

**SUB SECTION: URBAN SHIFTS**

**SUB STATION: ALICEDALE**

**SUB SECTION: RIEBEECK EAST**

**SUB SECTION: GRAHAMSTOWN EAST SATELITE FIRE STATION**

**SUB SECTION: EMERGENCY CONTROL CENTRE**

4 X PLATOON COMMANDER (MR RJ BROOKS, MR L. GANCA (2 X VACANT-FUNDED))(TKG 9)

2 X SENIOR FIRE FIGHTERS (TKG 8)(MR NA SCHEEPERS, MR M MARAWU)

2 X SENIOR FIRE FIGHTERS (2 X VACANT-FUNDED) (TG 8)

4 X PLATOON COMMANDER ( 2 X VACANT-NON-FUNDED-PROPOSED-POSTS )(TKG 9)

4 X DISPATCHERS (MS NJ SIKO, MRS VJ JEZI, MR L SONGONGO)(TKG 6) (1XVACANT-FUNDED) (TG 6)

4 X SENIOR FIRE FIGHTER (MR GW LISHER, MR Q. SKEYI, MR KR RIDDIN, MR M MANKAYI)(TKG 8)

4 X FIRE FIGHTER ( MS NVM MKELE; MR AS NQOKOQA; MR J. POTBERG (1 X VACANT-FUNDED) (TG 7) (ONE POST WILL BE FILLED IN OCT)

2 X FIRE FIGHTER (2 X VACANT-FUNDED) (TG 7)

4 X SENIOR FIRE FIGHTER (VACANT-NON-FUNDED-PROPOSED-POSTS)(TKG 8)

8 X FIREFIGHTERS (VACANT-NON-FUNDED-PROPOSED-POSTSD) (TG 7)

20 X FIREFIGHTERS (MR AM LISHER, MR FM MAPALING, MR MEB BOOI, MS NP NGQOKOTYA, MR ZC NDOLO, ;MR WS DYONASHE, MR VD VATELA, MR MR NTSHO, MS N NGQAKAYI; MR GH FELIX, MR ME TEMBENI, MR TJ SMAYILE, MR AT BOMA, MR MM MANCAM, MS PL NDAYI, MR O CHRISJAN; MRS NJ SOMEKETA; MR T KASPER; MR D MKHAZA) (1XVACANT-FUNDED) (TG 7)

2 X FIRE FIGHTER (2 X VACANT-FUNDED-PROPOSED-POST) (TG 7)

FUNDED VACANCIES	NON-FUNDED VACANCIES

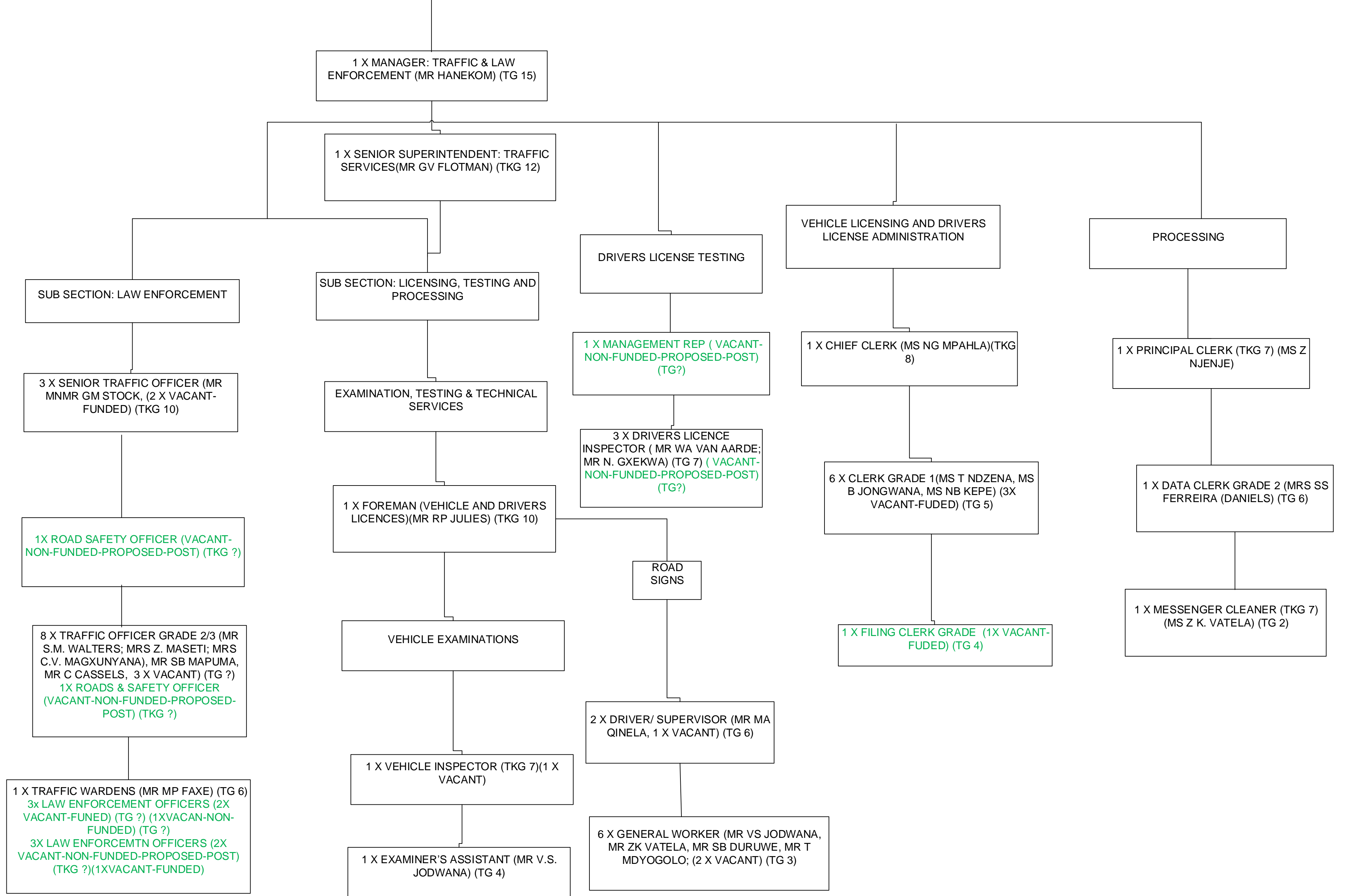
**DIRECTORATE:** PUBLIC SAFETY & COMMUNITY SERVICES

**SECTION:** TRAFFIC AND LAW ENFORCEMENT

**PURPOSE:** TO MANAGE LAW ENFORCEMENT AND TRAFFIC SERVICES IN ACCORDANCE WITH LEGISLATION

**FUNCTIONS:**

1. MANAGE TRAFFIC ADMINISTRATION
2. MANAGE TRAFFIC LAW ENFORCEMENT
3. MANAGE VEHICLE TESTING SERVICES
4. MANAGE BY-LAW ENFORCEMENT
5. MANAGE VEHICLE LICENSING SERVICES
6. MANAGE DRIVING LICENSING SERVICES



**DIRECTORATE : PUBLIC SAFETY & COMMUNITY SERVICE**

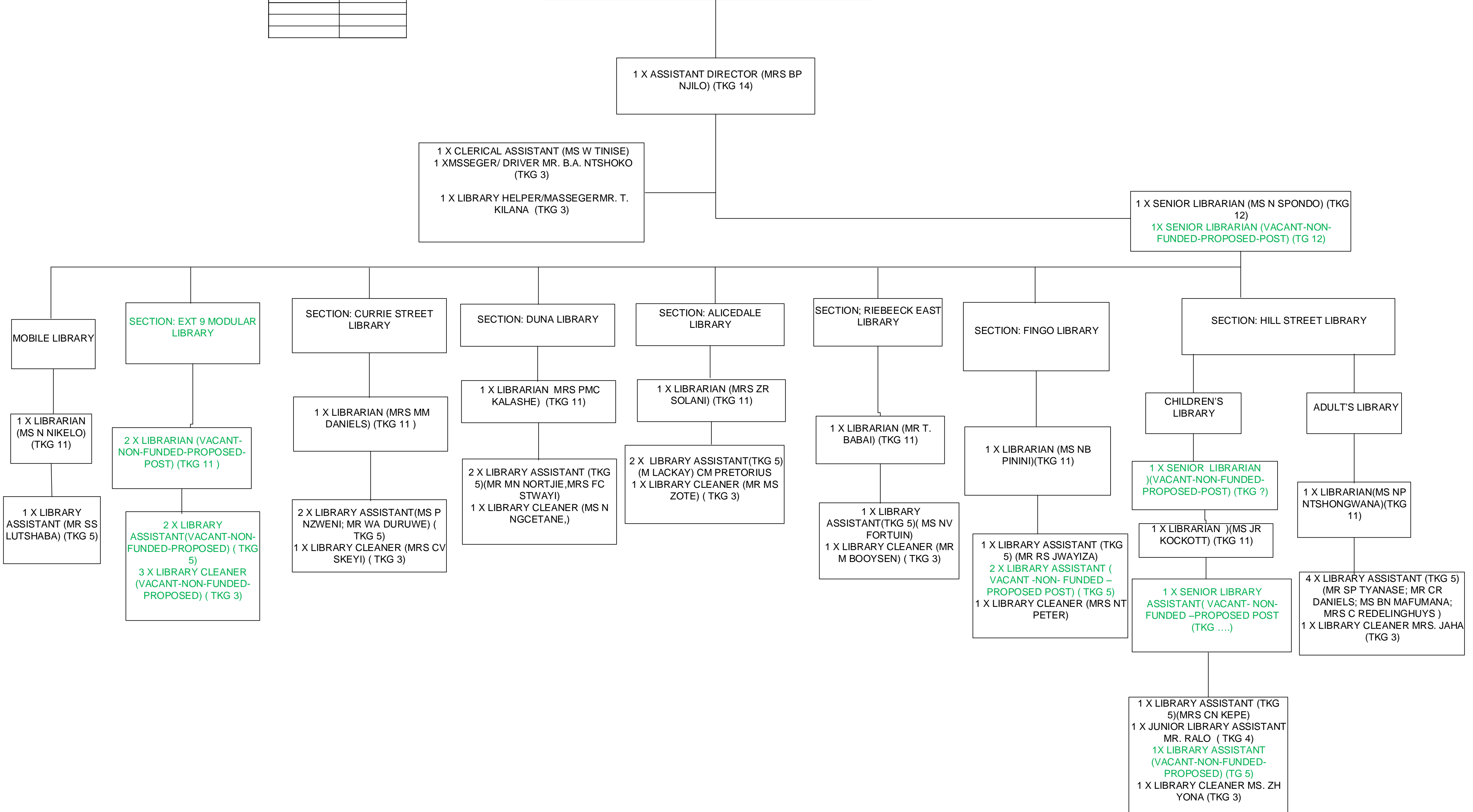
**DIVISION: LIBRARY SERVICES**

**PURPOSE:** TO MANAGE LIBRARY SERVICES IN ACCORDANCE WITH LEGISLATION, POLICIES AND THE IDP

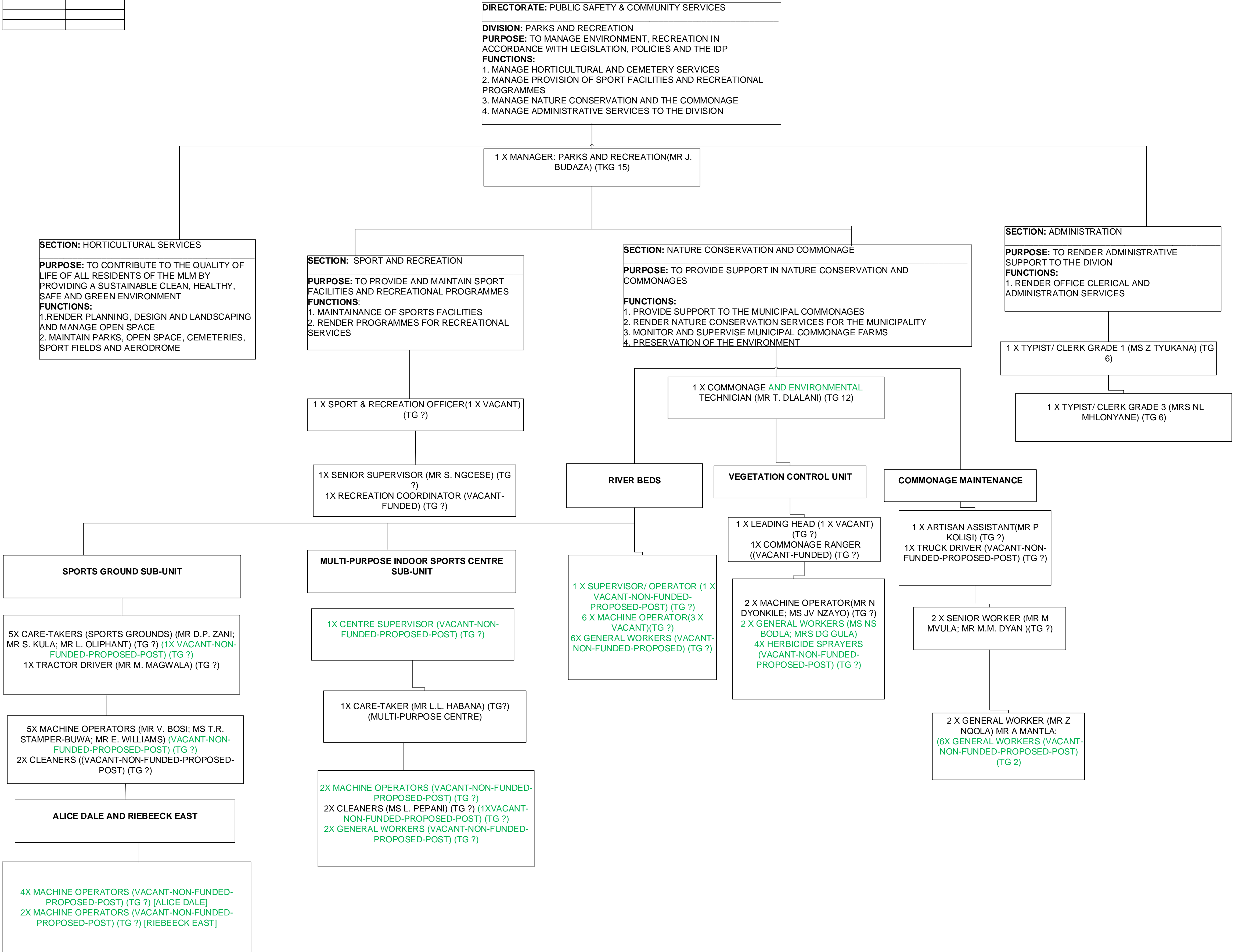
**FUNCTIONS:**

1. MANAGE THE PROCUREMENT, LENDING AND USE OF LIBRARY MATERIAL
2. MANAGE USER EDUCATION AND PROMOTE READING
3. INITIATE AND ASSIST IN THE ESTABLISHMENT OF SCHOOL AND COMMUNITY LIBRARIES
4. MANAGE THE ADMINISTRATION OF DIVISION

FUNDED VACANCIES	NON-FUNDED VACANCIES



FUNDED VACANCIES	NON-FUNDED VACANCIES



FUNDED VACANCIES	NON-FUNDED VACANCIES

**DIRECTORATE:** PUBLIC SAFETY & COMMUNITY SERVICES  
**DIVISION :** PARKS AND RECREATION  
**SECTION:** HORTICULTURAL SERVICES  
**PURPOSE:** TO CONTRIBUTE TO THE QUALITY OF LIFE OF ALL RESIDENTS OF THE MLM BY PROVIDING A SUSTAINABLE CLEAN, HEALTHY, SAFE AND GREEN ENVIRONMENT  
**FUNCTIONS:**  
 1.RENDER PLANNING, DESIGN AND LANDSCAPING AND MANAGE OPEN SPACE  
 2. MAINTAIN PARKS, OPEN SPACE, CEMETERIES, SPORT FIELDS AND AERODROME

1 X SUPERINTENDENT(MR KE MBANGI) (TKG 12)

**SUB SECTION: AUXILIARY AND CEMETERIES**

**SUB SECTION: MAINTENANCE**

**SUB SECTION: NURSERY**

**MOWING: STREET ISLANDS AND VERGES + PUBLIC OPEN SPACES**

**CEMETERY**

1 X SENIOR FOREMAN (PARKS AND RECREATION) (TKG 9) (VACANT-FUNDED)

1 X SECTION SUPERVISOR (MR ZS NYOKA) (TG ?)

**LUMBER**

1 X DRIVER/SUPERVISOR (MR T KOPO) (TG ?)  
 4 X GENERAL WORKERS (MR LR DYALOYI; MR RV NQOLA; MR PS LUGODLO; MR S.A. SONGELWA) (TG ?)

2 X CARETAKER ASSISTANT (MR LC NGIDANA; MS V DYANTYI)  
 2 X CEMETERY ATTENDANT (MR Z MATISO)  
 (1XVACANT-NON-FUNDED-PROPOSED-POST) (TG ?)

1 X DRIVER OPERATOR (MR NM TATA) (TG ?)  
 6 X LUMBER WORKERS(MR FN MADOLWANA; MR ZG MAGOPENI; MR ME MILA; MR AP PISTOLI; MR NA ZULILE; MR L MALETHE) (TG ?)  
 3 X GENERAL WORKER (MR S DYANTYI; MR MS SIKHULUMO) (1XVACANT-FUNDED) (TG ?)  
 2X GENERAL WORKERS (VACANT-NON-FUNDED-PROPOSED-POST) (TG ?)

1 X LEADING HAND-MOWING (MR XH JALI) (TG ?)  
 1X SENIOR MACHINE OPERATOR (MR M. TYALA) (TG ?)

**ALICE DALE AND RIEBEECK EAST**

**GARDENING LAYOUTS AND NURSERY**

2X MACHINE OPERATORS (VACANT-NON-FUNDED-PROPOSED-POST) (TG ?) [ALICE DALE]  
 2X MACHINE OPERATORS (VACANT-NON-FUNDED-PROPOSED-POST) (TG ?) [RIEBEECK EAST]

1 X LEADING HAND-MOWING (VACANT-FUNDED) (TG ?)  
 1X SENIOR WORKER (VACANT-FUNDED) (TG ?)  
 4X GENERAL WORKERS (MS N. NDWAYANA; MS L. PONGOLO; MS N. SEPTEMBER; MS M. TEMBANI) (TG ?)  
 5X GENERAL WORKERS (VACANT-NON-FUNDED-PROPOSED-POST) (TG ?)  
 1X TANKER DRIVER (MR H.X. MTWALO) (TG ?)  
 1X

12 X MACHINE OPERATOR (MR TN NDAWUNI; MR LA BOOMS; MR MYW YINI; MR T MNYOBE; MR Q KRALO; MS N KOLISI; MR S MAGOPENI; MR MK MATIWANA; MR M MENZE; MR NW MILA) MS N MZOZOYANA; MR S MATTHEWS;  
 5X MACHINE OPERATORS (VACANT-NON-FUNDED-PROPOSED-POST) (TG ?)  
 4 X GENERAL WORKERS (MR SE DYANTYI; MR M MADYO ;MR AW KOTYI; MS ND NCWADI;) (TG ?)  
 4X GENERAL WORKERS ( VACANT-NON-FUNDED-PROPOSED-POST) (TG ?)

1 X HANDY-MAN (VACANT-NON-FUNDED-PROPOSED-POST) (TG ?)  
 1X GENERAL WORKER (VACANT-NON-FUNDED-PROPOSED-POST) (TG ?)

4 X TRACTOR DRIVER(MR ZM GEELBOOI; ; MR MW KONDILE) (TG ?) (1X VACANT-FUNDED-POST) (1X VACANT-NON-FUNDED-PROPOSED-POST) (TG ?)  
 4 X GENERAL WORKERS (1X VACANT-NON-FUNDED-PROPOSED-POST) (TG ?)

FUNDED VACANCIES	NON-FUNDED VACANCIES

**DIRECTORATE:** PUBLIC SAFETY & COMMUNITY SERVICES  
**DIVISION:** ENVIRONMENTAL HEALTH AND SOLID WASTE MANAGEMENT SERVICES

**PURPOSE:** TO MANAGE ENVIRONMENTAL HEALTH AND SOLID WASTE MANAGEMENT IN ACCORDANCE WITH LEGISLATION, POLICIES AND THE IDP

**FUNCTIONS:**  
 1. MANAGE THE INSPECTION AND CONTROL OF HOTELS, BOARDING ESTABLISHMENTS, FOOD OUTLETS, STREET TRADING, OVER-GROWN YARDS, ILLEGAL DUMPING, NOISE POLLUTION, PUBLIC NUISANCE, DIARIES AND DO WATER QUALITY MONITORING  
 2. MANAGE BUSINESS LICENSES  
 3. MANAGE SOLID WASTE MANAGEMENT SERVICES

1 X MANAGER: ENVIRONMENTAL HEALTH AND CLEANSING) (JH ESTERHUIZEN) (TKG 15)

**SECTION: ENVIRONMENTAL HEALTH SERVICES**

**PURPOSE:** TO MANAGE ENVIRONMENTAL HEALTH IN ACCORDANCE WITH LEGISLATION, POLICIES AND THE IDP

**FUNCTIONS:**  
 1. RENDER INSPECTION SERVICES REGARDING CONTROL OF HOTELS, BOARDING ESTABLISHMENTS, FOOD OUTLETS, STREET TRADING, OVERGROWN YARDS, ILLEGAL DUMPING NOISE POLLUTION, PUBLIC NUISANCES, DIARIES AND DO WATER QUALITY MONITORING  
 2. MANAGE BUSINESS LICENSES  
 3. PROVIDE SOLID WASTE MANAGEMENT SERVICES

**SECTION: SOLID WASTE MANAGEMENT**

**PURPOSE:** TO MANAGE SOLID WASTE

**FUNCTIONS:**  
 1. MANAGE REFUSE SERVICES  
 2. MANAGE CLEANSING SERVICES

**SECTION: LICENSING AND ADMINISTRATION**

**PURPOSE:** TO RENDER ADMINISTRATIVE SERVICES

**FUNCTIONS:**  
 1. RENDER ADMINISTRATIVE SERVICES TO THE DIVISION

1 X FOREMAN(MR DG DELL) (TKG 10)

ADMINISTRATION

1 X SENIOR ENVIRONMENTAL HEALTH PRACTITIONER ((TKG 12) (1 X VACANT)

5 X ENVIRONMENTAL HEALTH PRACTITIONER (MR MJ GRANT; 1X VACANT; 3 X VACANT-NON-FUNDED-PROPOSED)(TKG 12)

1 X LICENSING CLERK (MS S BOSCH)(TG 7)

1 X MESSENGER CLEANER (MR N.W. NONYATI; (TKG 5)

**SUB SECTION: REFUSE SERVICES**

**PURPOSE:** TO PROVIDE REFUSE REMOVAL SERVICES

**FUNCTIONS:**  
 1. DOMESTIC REMOVAL  
 2. SPECIAL REMOVAL SERVICES  
 3. GARDEN REMOVAL SERVICES

**SUB SECTION: CLEANSING SERVICES**

**PURPOSE:** TO PROVIDE GENERAL CLEANSING SERVICES

**FUNCTIONS:**  
 1. MANAGE THE DISPOSAL SITE  
 2. RENDER PEST CONTROL SERVICES  
 3. CLEAN PUBLIC TOILETS  
 4. RENDER STREET AND OPEN SPACE CLEANING SERVICES

1 X SUPERVISOR (TKG 8) (MS NJ CHRISJAN)

**YARD**  
 1X SENIOR WORKER (MR M.M. MZIZI) (TG 4)

**PEST CONTROL**  
 2 X PEST CONTROLLER( MR VS GXOYIYA; MR D.C. MZIZI) (TG 4)

**DOMESTIC REMOVALS**

**SPECIAL REMOVALS**

**GARDEN REFUSE**

3 X DRIVER (COMPACTION)(MR MZ NAZO; MR JL THOMAS; (1 X VACANT-NON-FUNDED-PROPOSED-POST)(TG 7)  
 15 X SENIOR WORKER(MR H KOM; MR SG MQUBULI; MR MP QUBUDA; MR BE STEMELE; MR XE TYUPU; MR; MR E.T. MANTLA; MR LG NGINDANA; MR MD JACOB; MR T.E. TSHUNUNGWA; MR V. NTSHWAXA; (5 X VACANT-NON-FUNDED-PROPOSED-POST) (TG 4)

1 X DRIVER (CM10)(MR Z NAZO) (TG 7)  
 5 X SENIOR WORKER (MR D.E. MPUPA; MR T.R. DONYELI; MR W. GORA; MR L. MANYATHI; MR Z. MZONGWANA) (5 X VACANT) (TG 4)

1 X TRACTOR DRIVER (SKIPS) (MR LH MTHUTHI) (TG 6)

1 X SUPERVISOR/ DRIVER (LDV) (GARDEN) (MR Z MPIYANE) (TG 5)  
 4 X SENIOR WORKERS ( MR M.M. NTLOKWANA; MR S. A. NTLOKWANA; MR G ZIPO; MR M. J. MAFANA) (TG 4)

2 X DRIVER (ROLL ON)(MR T.K. SANDI (TG 9); MR D.J. NOQAYI)(TG7)  
 2 X SENIOR WORKER( MR T.L. BOSI; MR M. MAFELE) (TG 4)

1 X DRIVER OPERATOR (TRACTOR/TRAILER) (MR ND DYONASHE) (TG7)  
 5 X GENERAL WORKER (MR SC JALI;MR X.M. QOKO; MR L. NYOKA; MR S. JACK; MR R. MADINDA) (TG 4)

5 X DRIVER TIPPER TRUCK (; MR L.S. SINGATAI; MR KI RALO; MR LS KEWUTI; 2X VACANT-NON-FUNDED-PROPOSED-POST) (TG 7)

1 X DRIVER (TRACTOR TRAILER) (VACANT-FUNDED) (TG 6)  
 5 X GENERAL WORKERS ( MR X. KUNIRI (TG 3); MR L. I. YOSE; MR YS JONGILE (TG 4) (2X VACANT-FUNDED)

**REFUSE SITE**  
 1X LAND-FIL-SITE OPERATOR (VACANT-NON-FUNDED-PROPOSED) (TG?)  
 1 X BULL DOZEER OPERATOR (MR WM FALTEIN) (TG 7)  
 1 X GATE KEEPER (AJ MABINDISA) (TG 4)

**PUBLIC TOILETS**  
 7 X CLEANER(MRS N MKOLO (TG 4); MR ZM NDOLO (TG 4); MR E MANDLA (TG 3); MR Z MBELEKA (TG 4); MS NG DAILE (TG 3); (2 X VACANT-FUNDED)

**STREET SWEEPING**

1 X DRIVER/SUPERVISOR (1 X VACANT-NON-FUNDED-PROPOSED-POST) (TG 6)  
 13 X STREET CLEANER(MRS LE MAYO; MS LC YILANI; MRS VN PETER; MS N ONCEYA; MRS VJ LASMESI; MS LP MAKHUBALO; MRS TI BEBETO; MS P VAALTYN; MS NJ MAGWADI; MS BN MNGCONGCO; (TG 3); MRS TR SOMPANI;MS NG NKANTI(TG 4); 1 X VACANT)  
 10X SHIFT STREET SWEEPERS (VACANT-NON-FUNDED-PROPOSED)

FUNDED VACANCIES	NON-FUNDED VACANCIES

**DIRECTORATE: LOCAL ECONOMIC DEVELOPMENT AND PLANNING**

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**PURPOSE:** TO PROMOTE AND FACILITATE ECONOMIC GROWTH AND DEVELOPMENT AS WELL AS ENSURING EFFECTIVE AND EFFICIENT LAND USE MANAGEMENT AND SPATIAL PLANNING

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**FUNCTIONS:**

1. PROVIDE STRATEGIC LEADERSHIP TO IDENTIFY STRATEGIES TO ENSURE ECONOMIC GROWTH AND DEVELOPMENT
2. ENSURE THAT GOVERNMENT DEPARTMENT, NGOS, BUSINESS AND PARASTALS ARE INVOLVED IN UNLOCKING PROGRAMMES AND PROJECTS FOR KEY ECONOMIC PRIORITIES
3. PROVIDE SUPPORT TO THE MUNICIPAL MANAGER AND COUNCILLORS IN TERMS OF ECONOMIC GROWTH AND UNLOCKING OPPORTUNITIES FOR ECONOMIC DEVELOPMENT
4. ENSURE INTERGRATION FOR ECONOMIC DEVELOPMENT PLANS IN THE IDP
5. ENSURE EFFECTIVE LAND USE AND INCLUSIVE SPATIAL PLANNING

1 X DIRECTOR (CONTRACT) ( MS R MEIRING)

1 X SECRETARY (MS S MKOLO) TG ?

**DIVISION: PLANNING AND DEVELOPMENT**

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**PURPOSE:** ENSURE EFFECTIVE LAND USE AND INCLUSIVE SPATIAL PLANNING

**FUNCTIONS:**

1. MANAGE ESTATES
2. MANAGE SPATIAL AND LAND USE PLANNING
3. MANAGE BUILDING CONTROL SERVICES

1 X DEPUTY DIRECTOR: PLANNING AND DEVELOPMENT (Mr Van Der Merwe) TG15

**DIVISION: AGRICULTURAL DEVELOPMENT**

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**PURPOSE:** PROMOTE AND SUPPORT AGRICULTURAL DEVELOPMENT THAT STIMULATES ECONOMIC GROWTH & DEVELOPMENT THAT RESULTS IN JOB CREATION

**FUNCTIONS:**

1. IDENTIFY AGRICULTURAL DEVELOPMENT OPPORTUNITIES
2. SOURCE FUNDING TO IMPLEMENT AGRICULTURAL DEVELOPMENT PROGRAMMES AND PROJECTS
3. FACILITATE IMPLEMENTATION OF AGRICULTURAL PROJECTS AND PROGRAMMES
4. NETWORK WITH ALL RELEVANT STAKEHOLDERS TO UNLOCK AGRICULTURAL DEVELOPMENT OPPORTUNITIES

1 X MANAGER: AGRICULTURAL DEVELOPMENT (1 X N.V.P. GQWETA ) (TKG 16)

**DIVISION: SMME, TRADE & INVESTMENT**

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**PURPOSE:** PROMOTE AND SUPPORT SMME, TRADE & INVESTMENT THAT STIMULATES ECONOMIC GROWTH & DEVELOPMENT THAT RESULTS IN JOB CREATION

**FUNCTIONS:**

1. IDENTIFY SMME, TRADE & INVESTMENT OPPORTUNITIES
2. SOURCE FUNDING TO IMPLEMENT SMME, TRADE & INVESTMENT PROGRAMMES AND PROJECTS
3. FACILITATE IMPLEMENTATION OF SMME, TRADE & INVESTMENT PROJECTS AND PROGRAMMES
4. NETWORK WITH ALL RELEVANT STAKEHOLDERS TO UNLOCK SMME, TRADE & INVESTMENT OPPORTUNITIES

1 X MANAGER: SMME, TRADE & INVESTMENT (1 X N JILI ) (TKG 16)

**DIVISION: TOURISM AND HERITAGE DEVELOPMENT**

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**PURPOSE:** PROMOTE TOURISM AND HERITAGE DEVELOPMENT

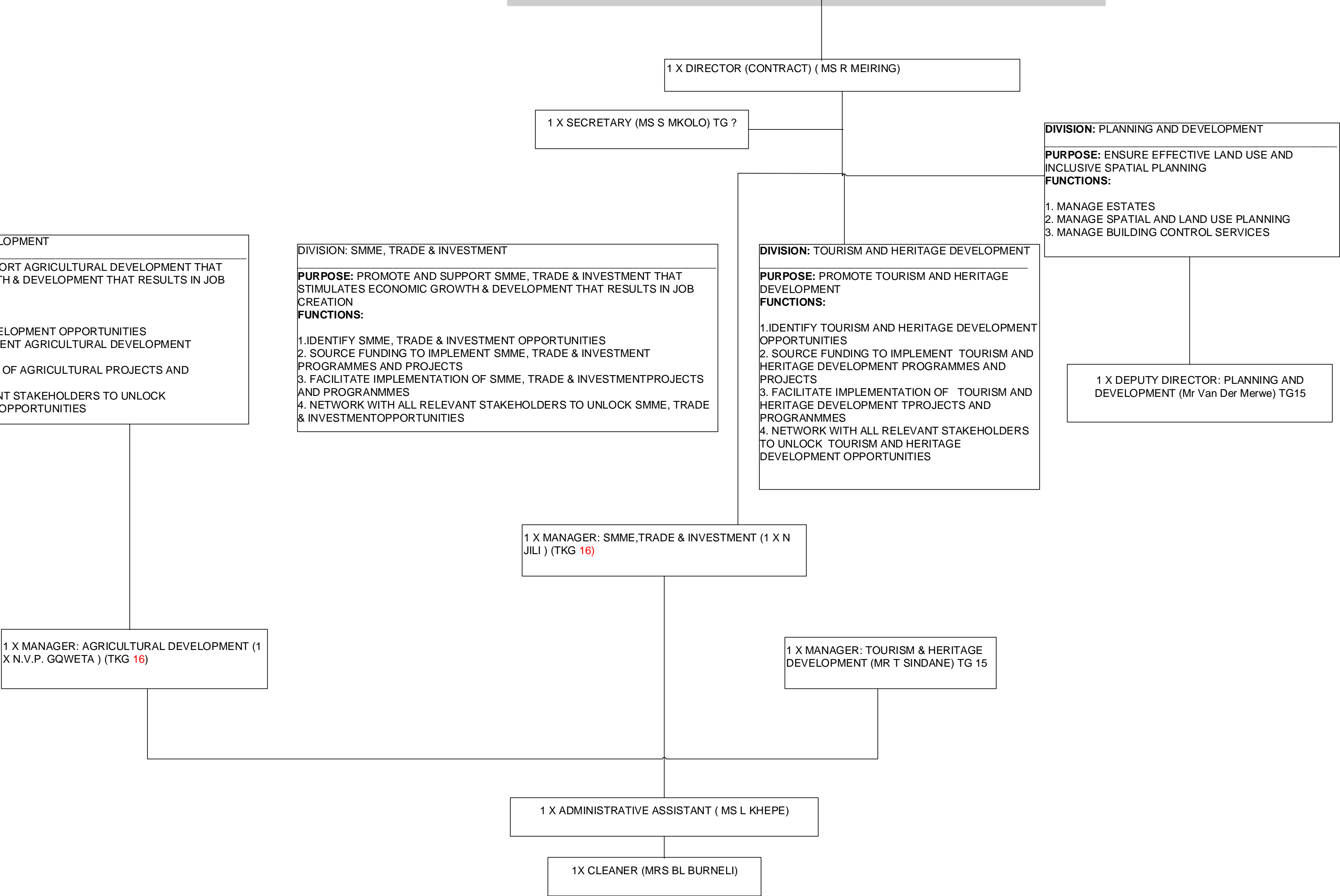
**FUNCTIONS:**

1. IDENTIFY TOURISM AND HERITAGE DEVELOPMENT OPPORTUNITIES
2. SOURCE FUNDING TO IMPLEMENT TOURISM AND HERITAGE DEVELOPMENT PROGRAMMES AND PROJECTS
3. FACILITATE IMPLEMENTATION OF TOURISM AND HERITAGE DEVELOPMENT PROJECTS AND PROGRAMMES
4. NETWORK WITH ALL RELEVANT STAKEHOLDERS TO UNLOCK TOURISM AND HERITAGE DEVELOPMENT OPPORTUNITIES

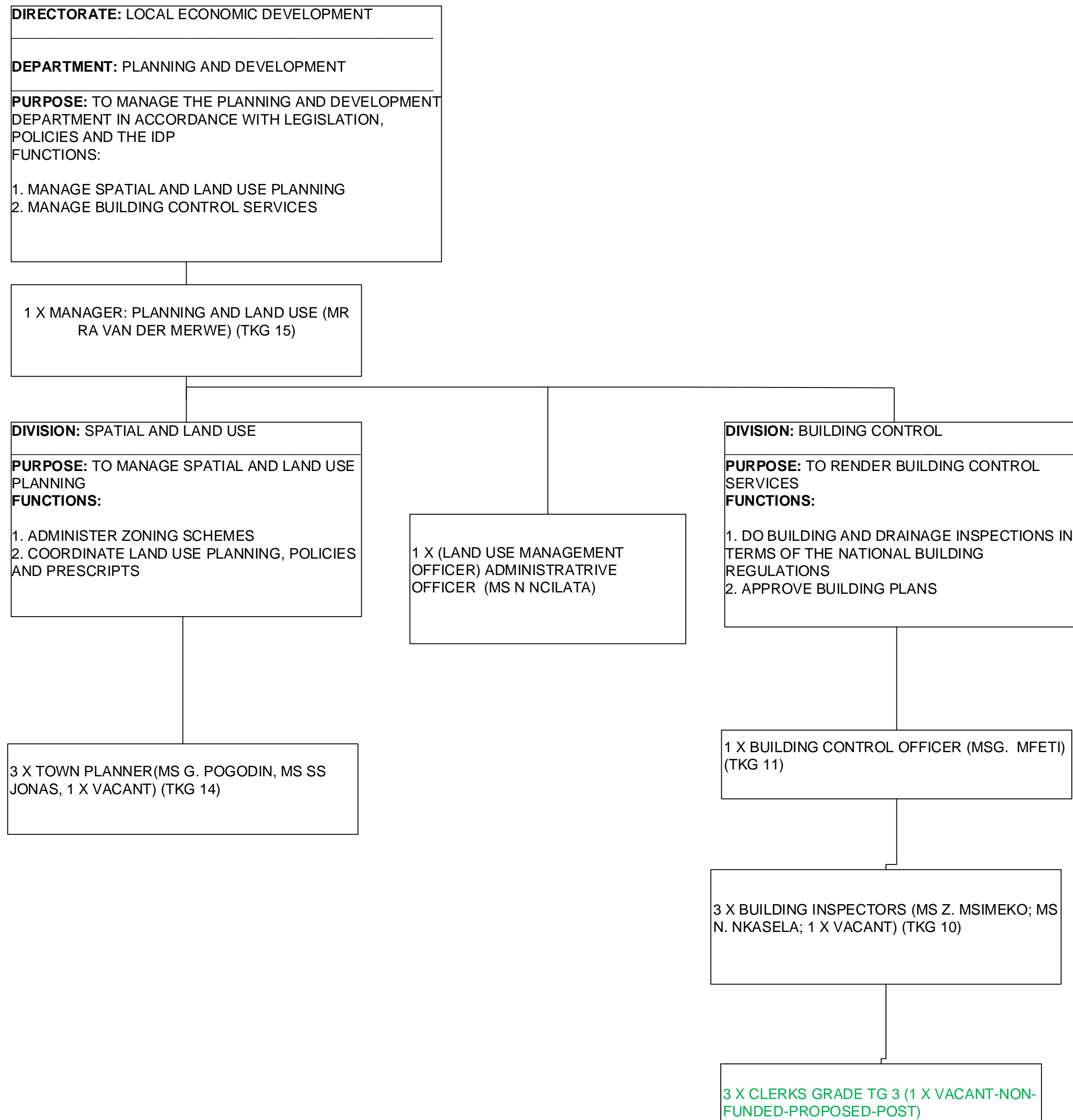
1 X MANAGER: TOURISM & HERITAGE DEVELOPMENT (MR T SINDANE) TG 15

1 X ADMINISTRATIVE ASSISTANT ( MS L KHEPE)

1X CLEANER (MRS BL BURNELI)



FUNDED VACANCIES	NON-FUNDED VACANCIES





FUNDED VACANCIES	NON-FUNDED VACANCIES

**DIRECTORATE: LOCAL ECONOMIC DEVELOPMENT AND PLANNING**

**PURPOSE:** TO PROMOTE AND FACILITATE ECONOMIC GROWTH AND DEVELOPMENT AS WELL AS ENSURING EFFECTIVE AND EFFICIENT LAND USE MANAGEMENT AND SPATIAL PLANNING

**FUNCTIONS:**

1. PROVIDE STRATEGIC LEADERSHIP TO IDENTIFY STRATEGIES TO ENSURE ECONOMIC GROWTH AND DEVELOPMENT
2. ENSURE THAT GOVERNMENT DEPARTMENT, NGOs, BUSINESS AND PARASTALS ARE INVOLVED IN UNLOCKING PROGRAMMES AND PROJECTS FOR KEY ECONOMIC PRIORITIES
3. PROVIDE SUPPORT TO THE MUNICIPAL MANAGER AND COUNCILLORS IN TERMS OF ECONOMIC GROWTH AND UNLOCKING OPPORTUNITIES FOR ECONOMIC DEVELOPMENT
4. ENSURE INTERGRATION FOR ECONOMIC DEVELOPMENT PLANS IN THE IDP
5. ENSURE EFFECTIVE LAND USE AND INCLUSIVE SPATIAL PLANNING

1 X SENIOR MANAGER (CONTRACT) ( MS R MEIRING)

**DIVISION: AGRICULTURAL AND RURAL DEVELOPMENT**

**PURPOSE:** PROMOTE AND SUPPORT AGRICULTURAL DEVELOPMENT THAT STIMULATES ECONOMIC GROWTH & DEVELOPMENT THAT RESULTS IN JOB CREATION

**FUNCTIONS:**

1. IDENTIFY AGRICULTURAL DEVELOPMENT OPPORTUNITIES
2. SOURCE FUNDING TO IMPLEMENT AGRICULTURAL DEVELOPMENT PROGRAMMES AND PROJECTS
3. FACILITATE IMPLEMENTATION OF AGRICULTURAL PROJECTS AND PROGRAMMES
4. NETWORK WITH ALL RELEVANT STAKEHOLDERS TO UNLOCK AGRICULTURAL DEVELOPMENT OPPORTUNITIES

1 X MANAGER: AGRICULTURAL DEVELOPMENT (1 X N.V.P. GQWETA ) (TKG 16)

2 X AGRICULTURAL OFFICERS (TG 14) (VACANT-NON-FUNDED-PROPOSED-POST)

1 X COORDINATOR (1 X VACANT-NON-FUNDED-PROPOSED-POST) (TG 12)

2 X RURAL DEVELOPMENT OFFICER (MR ND MADINDA; MR SG NGQIYAZA) (TG 10)

1 X ADMINISTRATION OFFICER (1 X VACANT-FUNDED) (TG ?)

**DIVISION: TOURISM AND HERITAGE DEVELOPMENT**

**PURPOSE:** PROMOTE TOURISM AND HERITAGE DEVELOPMENT

**FUNCTIONS:**

1. IDENTIFY TOURISM AND HERITAGE DEVELOPMENT OPPORTUNITIES
2. SOURCE FUNDING TO IMPLEMENT TOURISM AND HERITAGE DEVELOPMENT PROGRAMMES AND PROJECTS
3. FACILITATE IMPLEMENTATION OF TOURISM AND HERITAGE DEVELOPMENT TPROJECTS AND PROGRAMMES
4. NETWORK WITH ALL RELEVANT STAKEHOLDERS TO UNLOCK TOURISM AND HERITAGE DEVELOPMENT OPPORTUNITIES

1 X MANAGER: TOURISM & HERITAGE DEVELOPMENT (MR T SINDANE) TG 15

1 X TOURISM AND HERITAGE OFFICER (TG 14) (VACANT-NON-FUNDED-PROPOSED-POST)  
1X TOURISM FACILITATOR (VACAN-NON-FUNDED-PROPOSED-POST) (TKG ?)  
1X TOURISM RESEARCHER (VACANT-NON-FUNDED-PROPOSED-POST)

**DIVISION: SMME, TRADE & INVESTMENT**

**PURPOSE:** PROMOTE AND SUPPORT SMME, TRADE & INVESTMENT THAT STIMULATES ECONOMIC GROWTH & DEVELOPMENT THAT RESULTS IN JOB CREATION

**FUNCTIONS:**

1. IDENTIFY SMME, TRADE & INVESTMENT OPPORTUNITIES
2. SOURCE FUNDING TO IMPLEMENT SMME, TRADE & INVESTMENT PROGRAMMES AND PROJECTS
3. FACILITATE IMPLEMENTATION OF SMME, TRADE & INVESTMENTPROJECTS AND PROGRAMMES
4. NETWORK WITH ALL RELEVANT STAKEHOLDERS TO UNLOCK SMME, TRADE & INVESTMENT OPPORTUNITIES

1 X MANAGER: SMME, TRADE & INVESTMENT (1 X N JILI ) (TKG 16)

1 X SMME TRADE & INVESTMENT RESEARCHER (TG 14) (Proposed Vacancy – non-funded)  
1x Trade and Investment Facilitator (TG 11/12) (Proposed Vacancy – non-funded)