

NDWEDWE LOCAL MUNICIPALITY

UMKHANDLU KAMASPALA WASENDWEDWE

Private Bag X503
Ndwedwe
4342
KwaZulu Natal
South Africa +27 (0)32 532 5000
mm@ndwedwe.gov.za
www.ndwedwe.gov.za



DEPARTMENT	: TECHNICAL SERVICES
POSITION	: CIVIL ENGINEERING TECHNICIAN
NATURE OF APPOINTMENT	: PERMANENT
TASK GRADE	:12
SALARY NOTCH	: R404 584.68 per annum
SALARY SCALE	: R404 584.68_525 172.46 pa
REF. NO	:KZ293TECH040

KEY REQUIREMENTS

The incumbent must have Matric Certificate and a National Diploma/ bachelor's degree or B Tech in Civil Engineering/ Construction / Project Management, appropriate minimum of three (3) years working experience within the Public/Local Government Sector. A Valid Driver's license minimum Code B. Registration as a candidate with Engineering Council of South Africa in terms of Engineering Profession Act 46 of 2000 will be an added advantage.

KNOWLEDGE, SKILL & COMPETENCY

- Excellent verbal and written communication skills in English and isiZulu
- Project Management Skills
- Knowledge of rural development
- Knowledge and understanding of Municipal legislations
- Computer Literacy
- Good communication, negotiation and dispute resolution skills

KEY RESPONSIBILITIES

- Ensure project implementation in accordance with the municipality's IDP
- Prepare Project assessment reports
- Assist with implementation of Roads and stormwater maintenance plan and Community facilities maintenance plan
- Compilation of Bid documents.
- Project progress monitoring and evaluation and measuring of quantities.
- Verify payment certificate and prepare monthly payments.
- Prepare and produce project progress monthly reports.
- Manage cashflow and commitment on project expenditure.
- Conduct site meetings with relevant stakeholders.
- Liase with community structures and various stakeholders on technical matters
- Ensuring compliance with all legal aspects and conditions, as required by the various spheres of government

BENEFITS

13th Cheque, Leave, 100% Retirement Annuity Fund Contribution by Employer, Pension, Medical Aid and Housing subsidy.

CLOSING DATE: 30 JANUARY 2025 @ 16h00

If you meet the requirements submit the application on a form obtainable on request or www.ndwedwe.gov.za accompanied with comprehensive curriculum vitae (CV), certified copies of ID, Driver's license and all qualifications must be hand delivered to HR Office No 06 or forwarded through courier services to: **Municipal Manager, Ndwedwe Local Municipality Private Bag x 503, Ndwedwe 4342, Attention to: Mrs. MG Mthembu- Manager Human Resources.**

Enquiries are to be directed to **Manager: Human Resource** on this telephone number **(032) 532 5000.**

Faxed, e-mailed, Z83 form late applications will not be considered.

Should you not be contacted within the period of 30 days after the closing date please consider your application unsuccessful. The Municipality subscribes and promotes the principles of employment equity and affirmative action.

APPROVED BY:



**MR. SDG KHUZWAYO
MUNICIPAL MANAGER**

15 / 01 / 2026
DATE