



BITOU LOCAL MUNICIPALITY

Bitou Municipality is inviting applications for the following vacancy from suitably qualified professionals. Preference will be given to local residents before considering candidates outside the Bitou Municipal Area

POSITION: DEMAND AND LOSS CONTROL OFFICER
DIRECTORATE: ENGINEERING SERVICES
DIVISION: ELECTRICAL & ENERGY
SECTION: REVENUE PROTECTION
BASIC SALARY: R 425 084.47 – R 551 786.29 (T13) per annum + MUNICIPAL BENEFITS
REF NO: Notice 2 of 2024

QUALIFICATIONS AND EXPERIENCE: • Relevant National Diploma in Electrical Engineering • 5-8 years' relevant experience

REQUIREMENTS AND SKILLS: • Valid driver's license • Computer literate with knowledge of Microsoft Office Applications • Must be physically fit and able bodied • Ability to give attention to detail • Good organizational skills • Proficiency in at least two of the official languages of the Western Cape (read, write and speak) • Good report-writing, presentation and facilitation skills • Ability to deal with and resolve conflict and good negotiating skills • Required to work outside normal working hours, on standby, during emergencies and planned overtime. Mentally fit and healthy

FUNCTIONS & RESPONSIBILITIES: • Co-ordinates and controls key performance areas associated with revenue protection of the electrical networks, inclusive of investigation, inspection, monitoring, reporting and enforcing compliance and disseminates information on minimizing electrical losses in the electrical infrastructure of the Municipality • Controls tasks/ activities associated with personnel performance, productivity and discipline • Monitor and control the execution of planning and construction requirements and/ or procedures with respect to electrical networks/infrastructure • Verifying and checking the operational and capital budget of the Section • Adhere to Supply Chain Management procedures. • Disseminates technical/ operational information on outcomes, current development, problems and constraints • Monitors, checks and identify opportunities and formulates approaches to improve current standards operating procedures • Coordinate and attends to procedural administrative requirements, record keeping and reporting deadlines associated with the functionality • Keep abreast of current developments, emerging trends and latest technologies in the profession.

COMPETENCIES REQUIRED

Core Professional Competencies

Planning: Coordinates planning activities and conceptualizes options for approval;

Organizational Awareness: Contributes to shaping the departmental specific goals and priorities;

Attention to Detail: Ensure that all information is available in the preparation of documentation.

Functional Competency

Design: Uses well known technologies in meeting community needs.

Project Management: Able to complete project within budget.

Construction: Knowledge of construction and maintenance processes;

Operations and Maintenance: An understanding of the operating rules and procedures;

Public Service Orientation Competencies

Interpersonal Relationships: Relates to people at all levels of the organisation;

Service Delivery Orientation: Professional in interaction with general public and stakeholders.

Communication: Structures written documents in a logical framework.

Personal

Action and outcome orientation: Take up new challenges;

Resilience: Stays calm and focused under pressure;

Change readiness: Looks for better ways of doing things.

Cognitive ability: Demonstrates logical, consequential thinking;

Learning orientation: Learns from experience does not repeat mistake.

Accountability and ethical conduct: Establishes trust and shows confidence in others;

Management / Leadership

Impact and Influence: Commands respect from peers and managers.

Team Orientation: Shows initiative and confidence in dealing with others;

Direction Setting: Sets out work for others in a well-planned and organised manner.

Coaching and Mentoring: Coaches individuals on matters of ethics and professional judgement.

Work related enquiries can be directed to Mr. MJ Rhode at mrhode@plett.gov.za or on tel: 044 501 3271.

For general enquiries contact Ms. L Clark or Mr. J Abroue on telephone no: 044 501 3418

Candidates must be willing to be subjected to an interview and competency assessment and must be aware that previous employers and references will be contacted and their qualifications, credit and criminal record will be verified. The candidates will be required to disclose all Financial Interests.

Application forms are available on the Bitou website (www.bitou.gov.za). A comprehensive CV, original copies of Identification documents, qualifications, and driver's license must accompany the application form and must be hand delivered/couriered to the Human Resources Section, Bitou Municipality, 1 Sewell Street, Plettenberg Bay or posted to Private Bag X1002; Plettenberg Bay; 6600.

Bitou Municipality is an equal opportunity employer. Candidates from the designated groups, including those with disabilities, are encouraged to apply

Please Note:

1. **ONLY** hard-copy applications will be considered. **No** electronic or faxed applications will be accepted.
2. Please complete the Reference Checking Consent & Authorization Form which is available on the Municipality's Website. **(Compulsory)**
3. **NO LATE APPLICATIONS** will be considered. Canvassing of Councillors with the purpose of being appointed is not permitted and proof of such canvassing shall lead to disqualification.

M MEMANI
MUNICIPAL MANAGER

CLOSING DATE: 1 February 2024 @ 14h00

If you receive no feedback from us within 12 weeks after the closing date, please accept that your application was unsuccessful.
Bitou Municipality reserves the right not to make any appointment and to re-advertise before a shortlist is compiled