



BITOU LOCAL MUNICIPALITY

RE-ADVERTISEMENT

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

POSITION: SUPERINTENDENT
DIRECTORATE: ENGINEERING SERVICES
DIVISION: ELECTRICAL & ENERGY
SECTION: PLANNING (SMALL PROJECTS)
BASIC SALARY: (T12) R 420 533.54 - R 545 881.51 PER ANNUM + MUNICIPAL BENEFITS
(Subject to task evaluation)
REF NO: Notice 226 of 2025

QUALIFICATIONS & EXPERIENCES • National Diploma in Electrical Engineering or Equivalent NQF 6 qualification with 2 – 5 years' relevant experience.

REQUIREMENTS AND SKILLS: • Valid Code B driver's license • PrDP must be obtained within 6 months • 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.

FUNCTIONS & RESPONSIBILITIES: • Co-ordinates and controls key performance areas associated with the planning and construction of 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 and municipal buildings 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 verifies design details and construction specifications detailed in building/ electrical engineering plans • Coordinate and attends to procedural administrative requirements, record keeping and reporting deadlines associated with the functionality • Keeping abreast of developments, emerging trends and latest technologies in the profession.

COMPETENCIES REQUIRED

CORE PROFESSIONAL

Problem Solving: The ability to gather information, analyse issues and deal with complexity and ambiguity. Shows long-term thinking, follows through in a logical manner, aware of consequences and implications. Is able to see the 'Bigger Picture'.

FUNCTIONAL COMPETENCIES

Workplace safety: Demonstrates and / or explains safely equipment and / or procedures.

Discipline Specific skills: Accomplishes tasks within a specific trade without asking for guidance or instruction.

PUBLIC SERVICE ORIENTATION COMPETENCIES

Service Delivery Orientation: Engages effectively with the general public and clients

Interpersonal relationships: Shows confidence in engagement with internal and external stakeholders.

Communication: Responds to questions with accurate and complete answers.

Customer Orientation and Customer Focus: Maintain clear communication with clients regarding mutual expectations and monitors client satisfaction.

PERSONAL COMPETENCIES

Action Orientation: Successfully completes projects with time and budget allocations

Resilience: Stays calm and focused under pressure

Accountability and Ethical Conduct: Admits own mistakes and weaknesses and seek help from others were unable to deliver

Learning Orientation: Learns from experience-does not repeat mistakes and remain abreast of changes in the relevant trade

MANAGEMENT/ LEADERSHIP COMPETENCIES

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

Impact and Influence: Makes positive impact and comes across as confident and competent

Team Orientation: Shares information and collaborates easily with others

Coaching and Mentoring: Provides guidance and support where necessary

Work related enquiries can be directed to Mr. N Naki, nnaki@plett.gov.za or on telephone: 044 501 3278 and for general enquiries contact Mr. Henry van Rooyen on telephone no: 044 501 3464.

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 certified copies of Identification documents, qualifications, and driver's license must accompany the application form and must be posted /hand delivered to the Human Resources Section, Bitou Municipality, 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: 18 JULY 2025 @ 12H00 PM

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.**