

CENTRAL KAROO DISTRICT MUNICIPALITY

All aspects of our staffing processes shall be non-discriminatory and will afford applicants equal opportunity to compete for vacant positions:

LOCAL ECONOMIC DEVELOPMENT OFFICER (BEAUFORT WEST)

Salary: T11 (R297 864,00 per annum) + fringe benefits

Minimum Requirements: • Relevant 3-year tertiary qualification in Local Economic Development / Economics (**list of subjects must be submitted**). • At least **3 years** relevant experience in a **Municipal environment**. • Sound knowledge of legislation applicable to LED in the municipal environment and in-depth knowledge of applications, procedures and interpretative skills to formulate and implement plans and programmes. • Computer Literacy. • Valid B drivers' license. • Minimum competency qualification will be an added advantage.

Responsibilities: • Identify key performance areas associated with the formulation and execution of programmes and initiatives to drive Local Economic development in the region. • Formulate, align and implement local Economic Development plans and strategies. • Develop and review the Integrated opportunities and formulating marketing plans and strategies. • Monitors the functionality of LED for LED working groups. • Assist local municipalities with development and implementation of LED plans and projects. • Identifies opportunities with regards to Local Economic Development. • Assist with identification of employment and growth opportunities. • Create channels of communication with and development of SMME's. • Providing support to local traders, in marketing their products. • Create opportunities for the implementation of district events. • Engage national and provincial government for funding opportunities for economic development projects. Engage and form partnerships with private sector and potential investors for potential investment opportunities for the region.

Fringe benefits for permanent employees include: pension/retirement fund, medical scheme, group life insurance, 13th cheque and a non-pensionable accommodation allowance. Details regarding the comprehensive list of fringe benefits are available on request. The Municipality will reimburse, subject to prior approval by the Municipal Manager, new appointees for the lowest of the three quotations for removal of furniture and household items.

COMMUNICATION & PUBLIC RELATIONS OFFICER (BEAUFORT WEST)

REMUNERATION : R200 000 per annum (total cost to company)

1-YEAR FIXED TERM CONTRACT

Minimum Requirements: • Relevant post matric ICT Certificate/Diploma. • Certified copy of academic records with results sheet must accompany the application. • Proficient communication and written skills in at least 2 of the 3 official languages of the Western Cape. • Computer literacy • Physically Fit. • A valid EB driver's license. • Must be a resident of the Central Karoo region.

Internship overview: To provide graduates with local government experience in internal and external communication and public relations to build and maintain a positive reputation for awareness of the CKDM.

DISASTER MANAGEMENT INTERNS X 2 (BEAUFORT WEST)

STIPEND : R100 000 per annum (total cost to company)

1-YEAR FIXED TERM CONTRACT

MINIMUM REQUIREMENTS: • Degree/National Diploma in Disaster Management or Public Management.

• Certified copy of academic records with results sheet must accompany the application. • Proficient communication and written skills in at least 2 of the 3 official languages of the Western Cape. • Computer literacy • Physically fit and ability to work in inclement weather conditions. • A valid driver's license will be an added advantage. • Applicants must be between the ages of 21 and 35 and must be a resident of the Central Karoo region.

Internship overview: To assist the Division Disaster Management with various administrative and logistical tasks such as assisting in operational activities, Disaster Management, reporting, liaising with role players regarding issues such as incidents, early warnings, etc. Assist with training and awareness programs.

Applications, on the official application form of the Council (on website skdm.co.za), must be forwarded to the HR Division to reach this office no later than **Monday, 29 April 2024**. Applications not accompanied by valid certified copies of qualifications and driver's license will not be considered. Enquiries may be directed to Mr Michael Kennedy at Tel. (023) 449-1000. Kindly note that the Municipality does not notify applicants whose applications were unsuccessful. The District Municipality reserves the right not to make any appointment. *Please note that, should no feedback be received within 3 months from closing date, candidates may assume that their applications were unsuccessful.*

M G NKUNGWANA - MUNICIPAL MANAGER, Private Bag X560, Beaufort West, 6970

