

# 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:*

## **MANAGER DISASTER MANAGEMENT**

**BEAUFORT WEST**

**Salary: T13 (R395 892,00 per annum) + fringe benefits**

**MINIMUM REQUIREMENTS:**

- National Diploma/Degree in Disaster (Risk) Management.
- 8 years relevant disaster management experience of which 2 years at senior level.
- DMISA Registration will be to the advantage of applicants.
- Facilitation skills.
- Sound computer literacy.
- Valid B Drivers Licence.
- Computer Literate and proficient in Ms Word/Excel/PowerPoint
- Excellent written and communication skills in at least two of three regional languages with excellent fluency in spoken and written English
- Attention to detail and good organizational skills
- Good presentation and project management skills
- Good understanding and interpretation of relevant legislation, policies, procedures and regulations
- Good decision making, abilities to prevent serious impacts on lives and property
- Required to be on standby, to attend to and take charge of major incidents if, and when required
- Required to work overtime
- Required to travel on official duties.

**Responsibilities includes:** To Manage Disasters in the Council's area of jurisdiction. It entails the duties and responsibilities as stipulated in the Disaster Management Act, 2002 (Act 57 of 2002) with specific reference to Sections 42 to 55 of the Act. The successful applicant will also be responsible for the development and maintenance of the National Emergency Alarm Radio Network, other disaster management radio networks, the functioning of a Disaster Management Centre and the operations of the Disaster Management IT system.

## **CHIEF FIRE OFFICER**

**BEAUFORT WEST**

**Salary: T12 (R351 624,00 per annum) + fringe benefits**

**MINIMUM REQUIREMENTS:**

- At least a **Certificate in Fire Services Technology**
- Preference to candidates with a Diploma/Degree in Fire Technology
- **Valid B Driver's License**
- **8 years experience in all major functions of Fire Services** of which minimum three years must have been in a supervisory capacity
- Computer Literate and proficient in Ms Word/Excel/PowerPoint
- Excellent written and communication skills in at least two of three regional languages with excellent fluency in spoken and written English
- Attention to detail and good organizational skills
- Good presentation and project management skills
- Good understanding and interpretation of relevant legislation, policies, procedures and regulations
- Good decision making, abilities to prevent serious impacts on lives and property
- Required to be on standby, to attend to and take charge of major incidents if, and when required
- Required to work overtime with little or no notice
- Required to travel on official duties and to respond to fire emergencies outside municipal area as part of mutual aid agreement with national, provincial and local authorities
- Required to work independently as well as in a team.

**Responsibilities include:-** Managing the Fire Services of the CKDM • Medium to long term objectives and public safety priorities of productive and cost fire services. • Organizational principles and processes for the delivery of fire services in the area of jurisdiction by performing related functions. • Effective administrative system and process for the Fire Services. • Prepare capital and operating estimates and controls expenditure against the approved budget for Fire Services. • Coordinate fire prevention, education and awareness programs. • Coordinate communication and liaison with all role-players and stakeholders.

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**Fringe benefits include:** retirement fund, medical scheme, group life insurance, 13th cheque, housing rent allowance, relocations costs in accordance with policy. Details regarding the comprehensive list of fringe benefits are available on request.

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Applications, on the official application form of the Council (on website skdm.co.za), must be forwarded to the CKDM to reach this office no later than **Tuesday, 18 June 2024**. Applications must be accompanied by copies of qualifications and driver's license. Enquiries may be directed to Mr Michael Kennedy at Tel. (023) 449-1000. Kindly note that the District Municipality does not notify applicants whose applications were unsuccessful. Shortlisted candidates will be required to produce original copies of academic qualifications on the day of the interview. The District Municipality reserves the right not to make any appointment.

**MR M G NKUNGWANA: MUNICIPAL MANAGER, Private Bag X560, Beaufort West, 6970**

