

ORANJEMUND TOWN COUNCIL



VACANCIES

Oranjemund is a new town established in terms of the Local Authority Act, Act 23 of 1992 (as amended) which mandates the Town Council with the provision and maintenance of municipal services and the facilitation of economic development and is hereby inviting suitably qualified, dedicated and committed candidates to apply for the following positions in order to fulfil this constitutional mandate:

Position 1

Department : Infrastructure and Technical Services,
Position : Senior Foreman: Technical Services,

Minimum requirement: National Diploma (S4): Civil Engineering and 4 years' experience in Civil Engineering and/or in a municipal environment of which two (2) years should be at a supervisory level. Knowledge of municipal operations and national building regulations, Town planning and Local Authorities Act will be an added advantage. He/she must have knowledge of engineering surveying techniques, water, sewer and electrical reticulation systems. Must have valid Codes BE and or C1E Driver's License

Responsibilities: The purpose of the job is for the Incumbent to:

- Assist the Manager of Infrastructure and Technical Services of Oranjemund Town Council in overseeing, monitoring of all infrastructures (Buildings, Roads & Streets, Sewer and Water) and other related technical services.
- Ensure the safety and good functionality of the whole water network, sewer network, electricity network and roads/storm water network within the municipal area.
- Assist with/do the technical infrastructure planning of the water, sewer, electricity network and roads / storm water network and supervise the installation/execution thereof.
- Assist with checking the composition of building plans, detail drawings material required, and assist in formulating building regulations.
- Provide specifications for material and / or machinery requirements for maintenance and capital projects.
- Assist with daily / long-term programming of routine maintenance tasks/capital projects to be carried out by the various sections.

Position 2

Department : Infrastructure and Technical Services,
Position : Artisan – Water & Sewer

Minimum requirement: Grade 12 plus National Trade Diploma/ Certificate Level (III) in Plumbing & pipe fitting, to have at least three years of plumbing related practical experience and be able to do normal plumbing related repairs, Have a Code 8 driving license but preferably a Code 10 driver's to be able to operate the " Hydro blast" for clearing blockages. He/she must also have working experience in sewerage plant, working with pumps, etc.

Responsibilities: the incumbent to be responsible for maintaining the functionality and integrity of water reticulation system and household plumbing: Specific tasks include pipeline and building plumbing work maintenance, and other general plumbing work. Also, to vacuum sewer construction, maintenance and operations including treatment works and all incidentals works relating sewer in the town, unblocking of drains, taking levels during installation of sewer lines, repair and upgrading of sewer network, inspection and approval of sewerage connections installation.

Position 3

Department : Infrastructure and Technical Services,
Position : Electrician,

Minimum requirement: Grade 12 plus–National Trade Diploma/ Certificate Level (III) in Electrical, Code 10 driving license, and at least 3 years working experience in the installation, repair and maintenance for electrical lines.

Primary purpose of the job:

To operate, maintain, install and modify all electrical apparatus in designated areas in a safe and efficient manner and in accordance with applicable regulations, standards and set procedures, to achieve optimum equipment availability and quality service delivery.

Responsibilities: To repair or replace wiring, equipment, or fixtures, using hand tools or power tools, tests electrical systems or continuity of circuits in electrical wiring, equipment using testing devices such as ohmmeters, voltmeters to ensure compatibility and safety of system, plan layouts and installations of electrical wiring based on job specification and local codes, place conduit, pipes or tubing inside designated partitions, walls or other concealed areas and pull insulated wires or cables through the conduit to complete circuits between boxes, install ground leads and connect power cables to equipment such as motors, inspect electrical lines, prepare sketches or follow blueprints to determine the location of wiring to ensure conformance to build and safety.

Position 4

Department : Infrastructure and Technical Services,
Position : Building Inspector,

Minimum requirement: Grade 12 plus–National Diploma in Building Science/ Certificate Level (III) in Bricklaying & Plastering plus at least 3 years of in–depth exposure to design or in construction of buildings and structures, knowledge in Municipal and National Building regulations, Town Planning and Local Authorities Acts. Knowledge of AutoCAD in drawings of plans will be added advantage. Valid Code 8 Drivers License

Responsibilities: He/she must promote good and appropriate building standards through conformity of the building regulations. To conduct technical inspection duties on a continuous basis in the enforcement of building codes, ordinances and the issuance of permits within the Council. Receiving, processing, scrutinizing and approve all building plans. Ensure uniform standards for safe building throughout the town.

Benefits: 13th cheque, housing subsidy/ allowance, subsidized medical aid scheme, Transport allowance, Leave days as per current legislation, pension.

Only individuals who are attentive to details, performance driven attitude, service oriented and energetic, high integrity, reliable and honest need to apply.

NB.

Letter of Application should be accompanied by **originally certified copies** of educational qualification(s) with academic transcripts, identity document and detailed CV. All foreign qualifications must be submitted together with evaluation of qualification by Namibia Qualification Authority (NQA). Applicants who failed to attach the necessary documents will be disqualified. Only shortlisted candidates will be notified and no documents will be returned. Candidacy is limited to Namibian citizens. Please note that **NO fax, emailed, non-certified copies and late applications will be considered.**

Qualifying women and persons with physical challenges who meet the advertised requirements are encouraged to apply. Prospective candidates should submit their application to the following address:

Attention: The Chief Executive Officer
Oranjemund Town Council
P O Box 178
Oranjemund

Enquiries : Mr. Festus Nekayi & Ms. Maria Katjito
Tel : 063 233 500

Closing Date : 18 April 2016