

# ADVERTISEMENT



## FEZILE DABI DISTRICT MUNICIPALITY

**NOTICE NO: FDDM 035/2023-24**

Applications are invited from suitably qualified persons to apply for the under mentioned position based at Fezile Dabi District Municipality. Council is committed to the policy of Affirmative Action and any appointment that would ensure equity and representivity shall be given preference.

**VACANCY: PLANNING MANAGER**

**DIRECTORATE: OFFICE OF THE MUNICIPAL MANAGER**

**TERM OF APPOINTMENT: PERMANENT**

**PLACE OF WORK: FEZILE DABI DISTRICT MUNICIPALITY (SASOLBURG)  
FREE STATE**

**POST LEVEL: 1 OF GRADE 11 MUNICIPALITY**

**SALARY: R 891 576.00 pa (excluding benefits)**

**REQUIREMENTS:** Grade 12, • Relevant Degree in Town/Urban & Regional Planning/Urban Development or equivalent qualification • Computer Literacy, MS Word, Excel, Power Point & Access • 5 years relevant experience in the field of Town/Urban and Regional Planning preferably in Local Government of which 3 years must be in a management position • Experience in GIS or related spatial information systems • Thorough knowledge of planning and development legislation • Knowledge of Project management relevant to the Town/ Urban and Regional Planning profession. • Sound knowledge of research and analytical theories and practices. • In-depth knowledge of the District Development Model (DDM)/ One Plan • Registration as a professional Planner with the South African Council for Planners (SACPLAN) • Valid Code 08 driver's license • Honours Degree in the relevant field will be an added advantage

**COMPETENCIES:** • Planning, Organizing and Execution skills. • Written and verbal communication skills • Computer skills; Interpersonal Skills • Problem Solving; Organisational Awareness; Direction Setting; Discipline Specific Skills; Accountability and Ethical Conduct; Decision making; • Legal Administration; • Task Management; Action and outcome orientation; Information Management; • People Management and Team Orientation.

**INHERENT REQUIREMENTS OF THE POST:** Registration with the South African Council for Planners

**KEY PERFORMANCE AREAS:** • Ensure implementation of Spatial Planning Land Use Management Act (16 of 2013) through Spatial Development Frameworks (SDFs), policies,

strategies and guidelines to promote spatial transformation and guide the future growth and development of the District and comply with statutory requirements. • Promote integrated planning that addresses socio-economic needs in partnership with stakeholders by implementing integrated spatial planning, economic development and geographic information system. • Provide professional advisory service and support to local municipalities on spatial land use management, spatial economic development, integrated human settlements, Geographic Information Systems etc. • Ensure alignment of the District SDF with SDFs of local municipalities and with Provincial and National initiatives. • Provide critical leadership and input into the District's Integrated Development Plan (IDP), relevant sector plans or strategy documents. • Ensure and guide the implementation Geography Information System (GIS) in the District Municipality and local municipalities. • Establish and maintain effective communication and close links with the National, Provincial sector departments and other relevant public and private stakeholders. • Participate in National, Provincial and National Planning Forums and other relevant platforms within the private and public sector. • Keeping abreast of developments, legislative changes, emerging trends and latest technologies in the profession

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**Please note:**

1. Duly completed applications must be submitted on the prescribed application form (Annexure B) of the Local Government Municipal Staff Regulations, obtainable from the Fezile Dabi District Municipality Offices and website [www.feziledabi.gov.za](http://www.feziledabi.gov.za) . No Applications will be considered if it is not on the Official Application Form .The detailed CVs must be attached to the application form together with certified copies of qualifications including ID and Driver's License (not older than 3 months) to be hand delivered or emailed to: **Mr. S Thomas, Municipal Manager, Fezile Dabi District Municipality, John Vorster Road, Sasolburg, 1947; [fddmvacancies@feziledabi.gov.za](mailto:fddmvacancies@feziledabi.gov.za)** - For hand deliveries there is tender box please drop your applications there
2. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach the proof thereof;
3. Incomplete and late applications will not be considered. Canvassing will automatically disqualify a candidate.
4. The applicant gives consent that their personal information may be accessed for verification purposes in adherence to the POPI Act (include signed consent letter)
5. The shortlisted candidates will be subjected to, qualification verification, reference check, and criminal records check.
6. The incumbent will be required to sign an employment contract before commencement of duty, a performance agreement (within 60 days after completion of three (3) months' probation period) and disclosure of financial interest within 60 days of appointment.
7. Enquiries can be directed to Human Resource Unit (**Ms. M Matroos**): [enquiries@feziledabi.gov.za](mailto:enquiries@feziledabi.gov.za)

8. Due to the large number of applications we envisage to receive, applications will not be acknowledged. Should you not be contacted within three (3) months of the closing date of the advertisement, please consider your application unsuccessful; once post is filled applications will be disposed of within a period of one (1) year.
9. The Municipal Council reserves a right not to make an appointment if in its view, no suitable candidate could be found.

**CLOSING DATE: 31 JANUARY 2024**

**Mr. S THOMAS  
MUNICIPAL MANAGER**