



Maphumulo Municipality, a category B1 hereby invites applications from suitably qualified and experienced individuals for appointment to the following post.

**POST : DISASTER MANAGEMENT OFFICER**  
**SALARY (Task 11) : R230 024.68 – R298 584.48 per annum**  
**CONTRACT : PERMANENT**

### **Minimum Requirement and Experience**

An appropriate recognized National Diploma/ Degree certificate/ any relevant equivalent qualification obtained from a recognized tertiary institution with two years' experience in disaster management field preferably in local government environment. Ability to communicate in both English and isiZulu. Valid unendorsed Code 08 Driver's license. Computer literacy. Disaster Management Diploma or certificate will be an added advantage.

### **Knowledge Skills and Competencies**

Understanding of developmental local government. Knowledge of local government systems and processes. Good interpersonal skills. Public speaking and presentation skills. Ability to meet deadlines and be able to work under pressure. Planning and report writing skills. Ability to communicate with persons of various rankings.

### **Key Performance Areas**

Implement an integrated and coordinated approach to disaster risk reduction. Publish institutional frameworks in the disaster management unit. Establish mechanism to gather and record information for relaying to Municipal Disaster Management Centre. Assess hazards, vulnerability and capacity in the municipality in order to determine and reduce the disaster. Implement mitigation and prevention policies and strategies. Conduct and facilitate community workshop on disaster prevention and management.

### **Fringe benefits:**

In addition to the above salary the municipality will offer a 13<sup>th</sup> cheque and further contribute towards the employee's Pension/Provident Fund and Medical Aid in accordance with its policy.

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If you meet the requirements for this post, please forward your **application letter**, accompanied by a detailed **Curriculum Vitae**, **certified copies of your tertiary qualification certificates** to the **Municipal Manager**, Maphumulo Municipality, Private Bag X 9205, Maphumulo 4470, for the attention of **Mr ND Hlongwa Tel (032) 4814500**. (**Applications which are: on Z 83, incomplete, late, faxed or e-mailed will NOT be accepted**)

**CLOSING DATE: 26 June 2019** Communication will only be with short-listed candidates. If you do not hear from us within 02 weeks after the closing date, please consider your application as unsuccessful. The Council reserves the right to make or not to make any appointment.

**The Council is an equal opportunity employer and subscribes to an employment policy which is non-racial, non-discriminatory, non-sexist and based on merit.**

**PN MHLONGO**  
**MUNICIPAL MANAGER**