

GOVAN MBEKI LOCAL MUNICIPALITY



VACANCY ADVERTISEMENT

To visit the Municipal Website
and download the Advertisement
Scan the QR code



Head Office: Central Business Area, Horwood Street, Secunda, P/Bag X 1017, Secunda, 2302, Tel: 017 620-6000
Please contact our website for further details: www.govanmbeki.gov.za

PLEASE NOTE:

- Interested applicants meeting the requirements should forward the following:
 - Fully completed official Application Form which is available at the Secunda Main Offices, All Regional Offices as well as the on the Municipal Website www.govanmbeki.gov.za
 - Detailed CV, Certified Copies of Qualifications and Identity Document for up to 6 months.
 - Applications not submitted with the fully Completed Official Application Form will not be considered.
 - Applications with Foreign Qualifications must be attached with a SAQA verification document.
- All short-listed applicants will be required to produce their original identity document, driver's licence and qualifications/documents at the interviews. Failure to comply will result in disqualification.
- Applications must be addressed to: recruitment.community@govanmbeki.gov.za. Only emailed applications will be considered
- Communication will only be between the recruitment section and shortlisted candidates. Applicants who have not been contacted within thirty (30) days of the closing date should consider their applications unsuccessful.
- The Govan Mbeki Municipality reserves the right not to make an appointment and to re-advertise positions.
- The submission of an application gives Govan Mbeki Municipality the right to verify your qualifications, perform reference checks from current and previous employers as well as academic institutions and SAQA.
- The successful applicant must enter into a Performance Agreement with the Employer.
- Applications from women, people with disabilities and historical disadvantaged individuals are strongly encouraged to apply and will be appreciated.

INTERNAL / EXTERNAL ADVERTISEMENT

CLOSING DATE: MONDAY, 05 OCTOBER 2026 at 12:00

DEPARTMENT: COMMUNITY SERVICES

ASSISTANT MANAGER: DISASTER MANAGEMENT

(REF: 2026-2027/24)

Requirements:

- Grade 12
- Three (3) year National Diploma in Disaster (Risk) Management/ Environmental Science / Environmental Management (NQF 6)
- A relevant Degree (NQF 7) will be an added advantage
- Minimum Eight (08) years or more relevant experience of which 2 years must be at Senior level
- Professional registration as a Practitioner with Disaster Management Institute of Southern Africa (DMISA)
- Valid Code B (08) Driver's License
- Good Interpersonal and communication skills
- Good reporting writing skills
- Computer Literacy - MS Office Applications

The successful applicant / candidate must possess competencies as published in Annexure A of the Local Government: Municipal Staff Regulations promulgated in Government Gazette 45181 of 20 September 2021

Key Performance Areas:

- Assist in the development, regular review, and updating of the municipal Disaster Management Plan in accordance with the Disaster Management Act (Act 57 of 2002) and the National Disaster Management Framework, ensuring the plan remains current, practical, and aligned to identified risks.
- Liaise and coordinate with the District Disaster Management Centre, provincial and national disaster management structures, emergency services, utility providers, and non-governmental organisations to ensure seamless intergovernmental cooperation and integrated disaster management across all spheres of government.
- Ability to do Disaster Risk Management Planning with special emphasis on Prevention, Mitigation, Preparedness, Response, Relief and Rehabilitation.
- Organises all job-related tasks in the Disaster Management Centre in support of departmental/Sectional goals.
- Undertaking the development, evaluation and co-ordination of volunteers' and public/community Disaster Management training and/or educating.
- Undertakes Disaster Risk Management research to keep abreast with the latest Disaster Risk Management technology.
- Executing Disaster Risk Management projects as allocated by Senior Management.
- Liaise with other services/departments/external organizations during an incident/disaster to ensure efficient and effective communication

ANNUAL BASIC SALARY: R 726 696.00 (Post Level 04) plus normal company benefits including travelling