

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 of 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 identify document, driver's licence and qualifications/documents at the interviews. Failure to comply will result in disqualification.
- Applications must be addressed to: recruitment.planning@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 RE-ADVERTISEMENT
CLOSING DATE: MONDAY, 05 OCTOBER 2026 at 12:00

DEPARTMENT: PLANNING AND ECONOMIC DEVELOPMENT
DEPUTY DIRECTOR: HUMAN SETTLEMENTS
(REF: 2026 – 2027 / 19)

Requirements:

- Grade 12
- Degree (NQF 7) in Public Administration / Town and Regional Planning / Housing or Human Settlements / Build Environment / Social Sciences / Development Studies or related fields.
- Eight (8) years or more relevant experience in the field of Human Settlement in local government of which Three (3) years must be in management
- A Valid Code B (08) Driver's license
- Strong communication and interpersonal skills with all levels of stakeholders (internal and external) community members
- Administrative, conflict management and report-writing skills.
- Computer Literacy: MS Office Applications
- Attention to detail and knowledge policy analysis and development
- Leadership and management skills
- Time Management, working independently, under pressure, and the ability to prioritize
- Strategic, organizational, creative and innovative thinking skills.
- Good understanding of IDP as well as monitoring systems and process

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:

- Initiating, facilitation, Monitoring and management of all Integrated Human Settlement and Social Housing projects within Govan Mbeki area of jurisdiction.
- Liaison with Civil Engineering Services and Energy Departments in all aspects affecting Human Settlements delivery.
- Advise Council on Social compact agreements for new projects and work with Civil Engineering Services and Energy Department on Land availability and Service agreements for new Integrated Human Settlements and Social Housing projects.
- Drafting Human Settlements Policies
- Promote good relations with all stakeholders and community members by reporting on progress and broader sharing of information relating to both social housing and Integrated Human Settlement.
- Co-ordinate, compile and submit monthly, quarterly, and annual report of the section.
- Sectional human resource and performance management.
- Advise council on Integrated Human Settlements and Social Housing legislation.
- Management of council resources vehicles, work equipment, stationery, furniture, within the section
- Management of Social housing Rental Stock
- Ensure the effective and strategic management and planning of Human Settlements and customer service to all customers.
- Ensure synergized housing development that will result in functional and sustainable human settlements.
- To ensure that maximum housing opportunities is provided within the housing allocation to the Govan Mbeki Municipal area.
- To ensure that housing delivery is done in alignment with National and Provincial Policy.
- Provide low middle income groups in the Govan Mbeki Municipal area with housing opportunities in line with the Human Settlements Plan and the IDP to ensure functional and sustainable living environments.

ANNUAL BASIC SALARY: R 885 972.00 (Post Level 02) plus normal company benefits including travelling