

# Umzimkhulu



# Municipality

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169 Main Street  
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Umzimkhulu 3297  
Email: [info@umzimkhulum.gov.za](mailto:info@umzimkhulum.gov.za)

PROVINCE OF KWAZULU-NATAL

KZN 435

## POST: BUILDING CONTROL SPECIALIST

### POST LEVEL 1

R351 569.00-357 440.52 Plus Benefits

### MINIMUM REQUIREMENTS AND EXPERIENCE:

An appropriate three (3) year tertiary qualification (Diploma or Degree) in one of the following building disciplines: Building Science, Building Management, Quantity Surveying, Architecture, or equivalent qualification.

Relevant experience a minimum of three (3) years in a building office environment in Local Government.

A valid code B driver's licence.

Computer literate

### KEY PERFORMANCE AREAS:

- Monitor compliance with standards and specification with regard to new building, additions and renovation to existing structure.
- Coordinate task/ activities associated with the implementation of procedures.
- Prepare and present investigational and qualitative reports.
- Process/approve transactional works documentation and issue compliance notices to align practices.
- Implement council policies with regards to building control functions as well as outdoor advertising.
- Visit specific work-sites and conduct inspections.
- Measure and determine conformity to specifications.

- Monitor and verify that encroachments onto public spaces are correctly noted by the planning & housing department.
- Produce necessary reports / recommendations with regards to building control function to assist local municipality in making sound council decisions.
- Provide building control inputs for IDP process
- Approval of all building plans
- Responsible for the law enforcement of national building regulations
- Supervise the maintenance and update of the plan submission register
- Liaise and provide general advice to the public and developers regarding all aspects of development
- Comment on town planning applications and provide information to town planning department
- Responsible for the effective and efficient operating of the building control section

Applications with comprehensive curriculum vitae, certified copies of educational qualifications must be addressed to:

The Municipal Manager – Mr Z. S SIKHOSANA; Attention: Corporate Services Manager Ms N. N. Nduku

Umzimkhulu Municipality; P.O. Box 53; 169 Main Street; Umzimkhulu; 3297

**CLOSING DATE: 11 MARCH 2016**

Canvassing support from municipal officials and councillors is prohibited and any person found guilty thereof will be disqualified with immediate effect

The uMzimkhulu municipality is committed to achievement and maintenance of employment equity and diversity especially in respect of race, gender and disability, people with disabilities are encouraged to apply and state their disability

Enquires can be directed to the Corporate Services Manager. No faxed or E-Mailed applications will be accepted.

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MR Z. S. SIKHOSANA  
MUNICIPAL MANAGER

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