



The uMzimkhulu Municipality an equal opportunity employer requires the services of suitable qualified, skills and experienced candidate for the under mentioned challenging position.

ADVERTISEMENT

1. BUILDING INSPECTOR PERMANENT POSITION

SALARY SCALE: R276 836.00 – R334 684.00 (Task Grade:10)

Applicable Benefits: Medical Aid, Pension, 13th Cheque, Homeowners allowance and Car allowance.

MINIMUM REQUIREMENTS

- Matric
- An appropriate three (3) year tertiary qualification (Diploma or Degree) in one of the following Building Disciplines: Building Science, Building Management, Quantity Surveying, Architecture, Civil Engineering or equivalent qualification.
- Relevant experience of two (2) years in a Building Office environment preferable in Local Government.
- A valid code B driver's licence.
- Computer literate.

KEY PERFORMANCE AREAS:

- Evaluate all building plan applications within the prescribed timeframe against compliance with the National Building Regulations and Building Standards Act, 1977 (Act No.103 of 1977), Spatial Planning and Land Use Act, 2013 (Act No.16 of 2013), as well as any other related legislation.
- Inspect Building at various stages of construction to ensure that the building, town planning and other relevant regulations are being adhered to.
- Investigate of contraventions by investigating complaints received by community members.
- Initiate law enforcement process by issuing of contravention notices in terms of the NBR, within reasonable timeframes and the following up on the notice expiry date.
- Providing recommendations regarding the withdrawal of contravention notices after compliance to the requirements of a contravention notice issued in terms of the NBR as well as any other related legislation.



- Perform other related and lawful duties as may be required by the Building Control Officer.
- Conduct day to day administration of the Building Control Office

2.GENERAL ASSISTANT

PERMANENT POSITION

SALARY SCALE: R130 273.80 Per Annum (Task Grade 03)

Applicable Benefits: Medical Aid, Pension, 13th Cheque, Homeowners allowance

MINIMUM REQUIREMENTS

- Standard 7/ ABET LEVEL 4
- Required to work in all weather conditions.
- Required to be on standby.
- Required to work outside normal working hours during emergencies and planned overtime.
- 1- 2 years' experience in Facilities Management Environment.

KEY PERFORMANCE AREAS:

- Cleaning streets, pavements, parks, public spaces, and municipal buildings.
- Collection and disposal of litter and refuse.
- Sweeping, washing, and maintaining public areas.
- Assisting with waste management and environmental cleanliness programmes.
- Loading and offloading cleaning equipment and materials.
- Reporting damaged infrastructure or unsafe conditions.
- Performing any other related duties as assigned by the supervisor

INVITATION TO APPLY FOR INTERNSHIP PROGRAMME FOR UMZIMKHULU LOCAL MUNICIPALITY

DURATION

The Internship Programme will run for a period of 24 months.

MUST BE FROM UMZIMKHULU LOCAL MUNICIPALITY (PROOF OF RESIDENCE WILL BE REQUIRED)

169 MAIN STREET
Private Bag 53
Umzimkhulu
3297



E-mail: info@umzimkhulu.gov.za
Tel: (039) 269 5000/5400
Fax: (039) 269 0427

CORPORATE SERVICES

PROVINCE OF KWAZULU-NATAL
KZN 435

1. COMMUNITY AND SOCIAL SERVICES INTERNS- (6 Posts)

STIPEND R5500.00 MONTHLY

MINIMUM REQUIREMENTS

- Matric
- Diploma or Degree in Social sciences, Arts and Culture, Community Development, Public administration, Disaster Management, and any other relevant qualification.
- Good communication and interpersonal skill.

KEY PERFORMANCE AREAS:

- Assist in daily office duties.
- Filing, emailing and telephone operation.
- Assist in doing reports (monthly and quarterly).
- Perform any other duties that may be delegated by Supervisor.

All applications with comprehensive Curriculum Vitae and Application Form, Certified copies of educational qualifications must be addressed to:

The Municipal Manager

Attention: Director Corporate Services

UMzimkhulu Municipality

P.O. Box 53

UMzimkhulu

3297

Or hand delivery to 169 Main Street UMzimkhulu Municipality Old Main Building to Registry Office.

Applications forms are also available on the website of the Municipality:
www.umzimkhululm.gov.za

CLOSING DATE: 03 MARCH 2026

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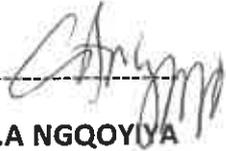


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CORPORATE SERVICES

PROVINCE OF KWAZULU-NATAL
KZN 435

Enquiries can be directed to the Director Corporate Services. **No faxed or emailed application will be accepted.** Umzimkhulu Municipality is an equal opportunity employer with strong gender bias, woman disabled candidates are encouraged to apply.



DR C.A NGQOYIYA

MUNICIPAL MANAGER