



MATJHABENG MUNICIPALITY

OFFICE OF THE MUNICIPAL MANAGER

NEIGHBOURHOOD DEVELOPMENT PROGRAMME GRANT CO-ORDINATOR (Two (2) year renewable contract)

The Council is committed to tackling key issues and is determined to deliver the highest standards to its residents and customers. As part of our plans for continued improvement, the City Council has secured a Neighbourhood Development Partnership Grant (NDPG) from the National Treasury for an integrated nodal development project in Thabong/ Hani Park. In order to achieve our goal, the City Council requires the services of an independent contractor to co-ordinate the roll- out of the programme.

Salary level: The contractors remuneration is negotiable based on experience and skills at market related rates

Requirements: An appropriate Bachelor's degree or equivalent in one of the following:

- Project Management
- Town and Regional Planning
- Commerce
- Urban Development
- Development Planning

Experience:

- Extensive experience in project management
- Experience in the management of urban and/or economic infrastructure or grant fund management
- Knowledge and experience in municipal service delivery
- Knowledge of the PFMA, the MFMA and other related Treasury instruments
- Knowledge of CDMs and/or carbon credits

Core functions:

Generally the NDPG Co-ordinator will be responsible for ensuring that the projects funded by the NDGP are aligned with the objectives of the National Development Programme:

- Assisting the Municipal Manager in drawing up the tender specifications, reviewing the tenders and the appointment of the professional team.
- Liaising with and co-ordination of the professional team.
- Liaising with NDP division of the National Treasury
- Coordinating the project planning process.
- Coordinating the project implementation and construction process.
- Reporting to the City Council regarding milestones, objectives and progress.
- Liaising with the local community.
- Any other measures required for the successful roll-out of the project

CLOSING DATE: 14 AUGUST 2009

Suitably qualified candidates are requested to submit their applications, quoting the reference number below, to the Human Resources Manager: Department Corporate Services, PO Box 708, Welkom 9460 or:
IT can be hand delivered at the Department of Housing, Spatial Planning and Valuations at 1 Reinet Street, Room 425.

INQUIRIES: For further inquiries contact Mr K Duvenage (Tel: 057-9164123) or Mr F Nieuwoudt (Tel: 057-9164187)

REFERENCE: 37/2009

**THE PIETERSEN
MUNICIPAL MANAGER**