



GREATER TZANEEN Municipality VACANCY



The following position is being advertised and applicants are invited to apply.

PLANNING AND ECONOMIC DEVELOPMENT SERVICES

1 X SMALL MEDIUM MACRO ENTERPRISE OFFICER
(Job Id Number: 2/1/0/004)

Salary: R374 325. 24 per annum (Job level 08)

The job purpose is to facilitate and promote community economic development in the SMME sector.

Key performance areas: The small medium macro officer must ensure that the daily work is done to satisfaction and to achieve the objectives of Council. He/she will be responsible for: ▲ Facilitating community and economic development planning ▲ Determining opportunities for community economic development ▲ Coordinating funding for economic development activities and programs ▲ Providing assistance to local organizations, businesses and individuals with establishing economic and community development plans, businesses and projects ▲ Promoting community in order to expand economic development opportunities.

Requirements: National Diploma in Business Management, Development Studies or relevant qualification. Experience in public relations, communication skills, interpersonal skills, report writing and negotiating skills, computer literate, Two (02) years relevant experience.

Applications should be submitted on the prescribed compulsory application form and indemnity form (www.greatertzaneen.gov.za), a comprehensive CV and copies of certified certificates and ID copy should be addressed to: Municipal Manager, Greater Tzaneen Municipality, P.O. Box 24, TZANEEN, 0850

Fraudulent qualifications or documents will immediately disqualify any application. A candidate who canvasses any councillor and/or senior official for preference will be disqualified immediately from the selection process or from any appointment. Short-listed applicants will be screened for criminal records and /or any pending criminal cases.

Applicants who are not invited for an interview should regard their applications as unsuccessful. Council at all times reserves the right not to appoint.

Closing date 05 November 2021 at 15:00 Enquiries: Mrs H Maake (015) 307 8284/ 8006

Greater Tzaneen Municipality is an equal opportunity employer and as such will observe the requirements of the Employment Equity Act and its EE Plan.

MR H.A NKUNA – ACTING MUNICIPAL MANAGER