



**DIREKTORAAT: BEPLANNING EN ONTWIKKELING**

**SENIOR STADSBEPLANNER: RUIMTELIKE BEPLANNING**

**WC0440894**

**VERW: PLAN T15 01/02/19**

**SALARISSKAAL: R 446 820 – R 580 032 per annum T15**

**VEREISTES:**

- 'n Graad in Stads-en Streekbeplanning.
- Moet geregistreer wees as 'n Professionele Beplanner in ooreenstemming met die Beplanning Professie Wet 32 van 2002.
- Minimum 5 jaar toepaslike ruimtelike en ontwikkeling beplanning ervaring in senior hoedanigheid.
- Goeie bestuur en interpersoonlike vaardighede
- Strategiese denke en bewese navorsing vermoëns
- Professionele vaardigheid en etiek
- Verbale en geskrewe kommunikasie vaardighede, insluitende voorlegging vaardighede
- Rekenaargeletterdheid
- Kennis van CAD en geografiese inligting stelsels.
- Kode EB bestuurderslisensie
- Die vermoë om te kommunikeer in ten minste twee van die drie amptelike tale van die Wes-Kaap.

**SLEUTELPRESTASIEGEBIEDE:**

- Ruimtelike en ontwikkelingsbeplanning op alle vlakke, wat insluit beplanningsraamwerke tot gedetailleerde plaaslike ontwikkelingsplanne
- Beplanning en ontwikkeling navorsing en verwante beleidsformulering
- Ontwikkeling fasilitering met verwante prosesse en projek bestuur, koördinerings, insluitend begrotingsbeheer, verkryging en rapportering oor prestasie
- Adresseer interne en eksterne beplanning verwante navrae en voorsien beplanning kommentaar en verslae
- Die opstel, bestuur en koördinerings van beplanning en ontwikkeling implementering projekte en prosesse
- Help met strategieë vir geïntegreerde ontwikkelingsbeplanning en fasilitering wat verband hou met funksionele areas
- Beplan, implementeer en koördineer enige vereistes vir openbare deelname of belanghebbende prosesse met betrekking tot enige ruimtelike en ontwikkelingsbeplanning projek
- Die opstel, bestuur, instandhouding en verspreiding van strategiese, funksionele en operasionele inligting oor beplanning en ontwikkeling verwante kwessies.
- Versprei en verklaar strategiese inligting met betrekking tot doelstellings, ontwikkelings en beperkings in deelnemende hoedanigheid in openbare en plaaslike forums en vergaderings.
- Stel items, verslae en korrespondensie op.

## **NAVRAE: ME D POWER (044 - 801 9476)**

Die Raad oorweeg alle aansoeke in terme van sy diensbillikheidsplan, wat erkenning verleen aan die dringende behoefte om die demografiese samestelling van die personeelkorps te diversifiseer, veral met die oog op die aanstelling van geskikte kandidate uit die aangewese/ondervteenwoordigde groepe. Gunswerwing met die doel om aangestel te word, sal u outomaties vir die pos diskwalifiseer.

Indien u aan die posvereistes voldoen, stuur 'n volledige CV, dekbrief en aansoekvorm, verkrygbaar by die kantoor: Menslike Hulpbronne, Burgersentrum, Yorkstraat, George. Rig u aansoek aan: Die Bestuurder, Menslike Hulpbronne, Posbus 19, George, 6530 of per e-pos: [HRAdmin@george.org.za](mailto:HRAdmin@george.org.za)

Let wel: Heg asseblief gesertifiseerde afskrifte van u hoogste opvoedkundige kwalifikasies of relevante kwalifikasies soos vereis van die pos aan u aansoek. **Meld asseblief duidelik op u aansoek die verwysingsnommer en pos waarvoor u aansoek doen.** Neem kennis dat u aansoek aan verifikasie van kwalifikasies, krediet en kriminele rekords, onderwerp sal word.

Elke pos moet op 'n afsonderlike aansoekvorm ingevul word. Laat aansoeke of aansoeke per faks sal nie aanvaar word nie.

Indien u nie binne 3 maande na die sluitingsdatum vir 'n onderhoud genooi word nie, kan u aanvaar dat u aansoek onsuksesvol was.

**DIE RAAD BEHOU DIE REG VOOR OM NIE 'N AANSTELLING TE MAAK**

**SLUITINGSDATUM: 21 MEI 2019**



**DIRECTORATE: PLANNING AND DEVELOPMENT**

**SENIOR TOWN PLANNER (SPATIAL PLANNING)**

**WC 0440894**

**REF: PLAN T15 01/02/19**

**SALARY SCALE: R 446 820 – R 580 032 per annum T15**

**REQUIREMENTS:**

- Relevant tertiary qualification in Town and Regional Planning
- Registration as a Professional Planner in accordance with the Planning Professions Act 32 of 2002
- Minimum 5 years relevant spatial and development planning experience in senior capacity
- Good managerial & interpersonal skills
- Strategic thinking and proven research abilities
- Professional proficiency and ethics
- Verbal and written communication skills, including presentation skills
- Computer literacy
- Knowledge of CAD and GIS
- Code EB Driver` s licence
- Ability to communicate in at least two of the three official languages of the Western Cape

**DUTIES:**

- Spatial and development planning on all levels from planning frameworks to detailed local area development plans
- Planning and Development research and related policy formulation
- Development facilitation with related processes and project management, coordination, including budget control, procuring and performance reporting
- Address internal and external planning related enquiries and provide planning comments and reports
- Compile, manage and coordinate planning and development implementation plans for key projects and processes
- Assist with strategic level integrated development planning and facilitation associated with functional areas
- Plan, implement and coordinate any required public participation or stakeholder processes relating to any spatial and development planning project
- Compile, manage, maintain and disseminate strategic, functional and operational information on planning and development related issues.
- Disseminate and explicate strategic information with regards to objectives, developments and constraints in participatory capacity in public and local forums and meetings.
- Compile items, reports and correspondence

**ENQUIRIES: MS D POWER (044 - 801 9476)**

The Council will consider all applications in terms of their Employment Equity Plan which acknowledges the imperative need to diversify the demographic composition of its workforce, in particular with the emphasis on appointing candidates from the designated/under –represented groups. Canvassing for appointment will lead to automatic disqualification.

If you meet the requirements, forward detailed CV and covering letter with an application form obtainable from the HR Office, Civic Centre, York street, George or download from [www.george.org.za](http://www.george.org.za) at Vacancies. Please address your application to: The Senior Manager Human Resources, PO Box 19, George 6530 or via e-mail: [HRAdmin@george.gov.za](mailto:HRAdmin@george.gov.za) .

Please note: Please attach certified copies of highest educational qualifications. **State clearly on your application the reference number and post for which you are applying.**

Each post must be on a separate application form. Late applications or applications sent via fax will not be accepted.

If you are not contacted within 3 months of the closing date, please accept that your application was unsuccessful.

**COUNCIL RESERVES THE RIGHT NOT TO MAKE AN APPOINTMENT**

**CLOSING DATE: 21 MAY 2019**