



BEAUFORT WEST MUNICIPALITY

**EXTERNAL
Notice Nr. 125/2021**

Beaufort West Municipality is fully committed to service delivery in its municipal area and to the goals set out in the Employment Equity Act (1998) and Council's Equity Plan. In order to promote the Municipality's representation of the people it serves, applications from the designated groups will have preference

**DEPARTMENT: INFRASTRUCTURE SERVICES
DIVISION: TOWN PLANNING & BUILDING CONTROL
SUB-SECTION: BUILDING CONTROL**

**WC0530250 - ING 71 – BUILDING INSPECTOR
SALARY: T10: R18 812.45 – R24 419.88 per month**

JOB PURPOSE:

To coordinate sequences associated with monitoring compliance with standards, procedures, regulations and specifications in terms of National Building Regulations and SABS Codes of practice, with regards to the submission of plans for approval and construction of building, preparing and presenting investigational reports, processing/ approving and issuing compliance notices to align practices.

QUALIFICATIONS/REQUIREMENTS/EXPERIENCE:

N4 in Building Science or Relevant NQF 4 Qualification.
EB Driver's Licence.

Skills Required:

- The ability to act independently, to take decisions and initiative and to be accurate
- Knowledge of applicable legislation, regulations and policies as well as methods and procedures in the infrastructure department
- Good human relations to interact with personnel and the public
- Think analytical
- Respond positively to and act under pressure
- 3 – 5 years applicable experience

PHYSICAL & SPECIAL REQUIREMENTS OF THE POST:

Physically fit and able bodied. Must work overtime/attend meetings after normal office hours when required.

KEY DUTIES:

- Perform building and drainage inspection, illegal building inspection activities
- Performs inspections of municipal buildings in order to identify defects and informing supervisor of defects to include in maintenance plan
- Do regular building site inspections to prevent illegal building operations and signage inspections
- Perform preliminary town planning check *Apply assessment measures *Partake in plans approval meeting
- Obtain relevant property information
- Handle the preparation of all statistics; rates and property transfer clearances
- Perform inspection of various stages of building on request to determine quality of work
- Performs specific administrative tasks/ activities associated with the updating and maintaining records/ information of work in progress and completed works
- Formal and Informal Reporting *Perform any other related duties as instructed by supervisor

BENEFITS

*Attractive benefits are offered such as Bonus equal to one month's salary * Pension-Provident/Retirement and Medical Aid Fund * Housing Subsidy * Ample leave * Sick leave.*

CLOSING DATE: FRIDAY 08 OCTOBER 2021 AT 12:00

NB: Should you not be contacted by us within 3 months, please assume that your application has not been successful. Certified copies of documentation of qualifications/valid drivers' licenses must be attached as proof to be considered. The appointment will be subject to an initial probationary period of 6 (six) months after which the permanent confirmation of the appointment shall be reconsidered. Any person canvassing with the view of being appointed in a post shall be disqualified from appointment.

NO APPLICATIONS VIA FAX OR E-MAIL WILL BE ACCEPTED.

Full particulars and prescribed application forms can be obtained from **Leonie Barnard/Imelda F Dourie/Angilo T Jacobs/Adriaan Duimpies** at telephone **023-4148100/8149** Completed applications should be sent to or handed in at –

THE MUNICIPAL MANAGER, PRIVATE BAG 582, 112 DONKIN STREET, BEAUFORT-WEST, 6970

Municipal Office
112 Donkin Street
BEAUFORT WEST
6970

MJ PENXA
MUNICIPAL MANAGER

2021/09/13