



EXTERNAL VACANCY

The **OVERBERG DISTRICT MUNICIPALITY** has the following vacancy in the Directorate Community Services, Department Municipal Health & Air Quality Services, to be filled permanently as soon as possible.

AREA MANAGER: MUNICIPAL HEALTH & AIR QUALITY SERVICES

Requirements: A relevant tertiary qualification, preferably a BTech Degree in Environmental Health. Proof of registration as an Environmental Health Practitioner with the Health Professions Council of South Africa (HPCSA). Eight (8) years relevant experience required and a minimum of 3 years supervisory experience. Law Enforcement/ Peace Officer certificate will be an added advantage. Full knowledge of Municipal Health Services & Air Quality. Managing, organising and control of an effective Municipal Services & Air Quality to ensure that the requirements of the National Health Act, Foodstuff, Cosmetics & Disinfectants, Air Quality 39 of 2004. Ability to collect, review and analyse information pertaining to Environmental Health, identify trends and report on them to all stakeholders. To co-ordinate specific administrative and reporting requirements associated with the key performance and result indicators of the department. Air Quality monitoring compliance with international and National monitoring standards. Participated in the financial matters to ensure compliance to Municipal Finance Legislations, ensure proper budget spending on provision of Municipal Health Service as basic service & Air Quality. Co-ordinates and controls processes associated with monitoring and enforcing compliance in respect of the requirements of specific Municipal Health Services & Air Quality legislations & By-laws. Experience with Supply Chain Management process, records management and performance management. Applicants must have own transport to qualify for the Essential Vehicle Scheme of Council. Applicants must be literate in at least two of the three Official languages of the Western Cape.

Responsibilities/ Duties: The incumbent is responsible to manage, supervise and implements Council's legal responsibility in terms of the National Health Act 61 of 2003, Foodstuffs, Cosmetics and Disinfectants, Act 54 of 1972 & Air Quality Act 39 of 2004. Manage and coordinate the food quality monitoring and sampling programs. Evaluate waste sites and projects programs. Manage and monitor notifiable cases. Define, implement and monitor the objectives for the Municipal Health & Air Quality services function in line with the SDBIP. Produce employee related reports to Management as and when required. Participate in formulation and implementation of procedures, systems and controls. Manage staff and prepare month reports.

Implement, monitor, evaluate and reporting sequences of outcomes associated with plans and programmes designated to accomplish key service delivery objectives and statutory requirements related to Municipal Health & Air Quality Services.

Communicating statutory and procedural directives and requirements for implementation to personnel to conduct inspections and investigations and/ or processes to determine compliance. Participate in financial matters ensure compliance to Municipal Finance Legislations, ensure proper budget spending on provision of Municipal Health Service as basic service & Air Quality. Co-ordinates specific administrative and reporting requirements associated with the key performance and result indicators of the department. Co-ordinates and controls processes associated with monitoring and enforcing compliance in respect of the requirements of specific Municipal Health Services & Air Quality legislations & By-laws. Manage and determine compliance by all stakeholders contributing to Air Quality Pollution through Air Quality monitoring, compliance, enforcement and licensing. Conduct Air Emission Audits.

The competency level for this position is a level 3 as stipulated in Annexure A of the Municipal Staff Regulations Government Notice No. 890 as promulgated in Government Gazette 45181 dated 20 September 2021 and comprises of the following competencies.

Core Professional Competencies	Functional Competencies	Public Service Orientation Competencies	Personal Competencies	Management/ Leadership Competencies
<ul style="list-style-type: none"> Written and Oral communication Attention to detail Planning and Organising Conceptual Thinking Evaluation and Research Information Management 	<ul style="list-style-type: none"> Analytical Skills Advocacy/Negotiation Water Monitoring Food Control Waste Management Health Surveillance of Premises Communicable diseases management (except immunizations) Environmental Pollution Control Disposal of the Dead Health Promotion Vector Control Project Management Financial Management 	<ul style="list-style-type: none"> Interpersonal Relationships Service delivery orientation Client orientation and Customer focus 	<ul style="list-style-type: none"> Action and outcome orientation Attention to Detail Flexibility Integrity Learning Orientation 	<ul style="list-style-type: none"> Impact and influence Team Orientation Direction setting Coaching and mentoring

Job related enquiries: Ms M Mukoma at (028 425 1157)

Salary: T-14= R 500 172 – R 649 236 per annum plus the normal fringe benefits of a Local Authority.

Closing date: 21 March 2025

All applications must be submitted on the prescribed ODM application form, (found on www.odm.org.za) together with a detailed CV, certified copies of original qualifications, ID document and driver's licence, the names of three references from current and previous employers including their current e-mail addresses. All documents are to be returned by hand to the Department: Human Resources, 26 Long Street, Bredasdorp 7280, for attention Ms Anita August or emailed to aagust@odm.org.za. Incomplete and late applications and applications with no proof of requirements will not be processed or considered.

Please note: Due to no Post Office in Bredasdorp, it is preferred that applications be delivered by hand or emailed.

Please note:

1. Overberg District Municipality is committed to Equal Opportunity. Candidates from designated groups, including those with disabilities, are encouraged to apply.
2. It would be expected of candidates to be subjected to evaluations and that previous and current employers, as well as references, will be contacted. Verification will be done on qualifications, criminal and credit records.
3. Overberg District Municipality complies with the Protection of Personal Information Act (POPIA), Act 4 of 2013. Applicants agree that their personal information may be recorded and processed by the Municipality.
4. If no notification is received within 90 days, please regard your application as unsuccessful. The right not to make an appointment or to re-advertise is reserved by council.
5. The permanent appointment includes the signing of an employment contract, declaration of interest and performance agreement.
6. The appointed employee will be appointed on a minimum probationary period of three months and a maximum probationary period of twelve months.
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