

CITY HEALTH DEPARTMENT

COMMUNITY HEALTH FACILITATOR

R168 769.80/235 223.28 pa
Grade 11

Qualifications (Essential): Post Matric/ Grade 1 certificate. Valid code B driver's licence
Experience (Essential): Min 3 years relevant experience. Computer literacy
Qualifications (Preferred): Appropriate tertiary qualification in Behavioural, Social, Environmental or Personal Health Sciences. **(Preferred):** Min 2 years relevant experience in development setting working with diverse community groups. Staff supervision experiences.
Duties Include: Participate in Consultative Meetings and planning sessions with the Area Manager, area team and relevant stakeholders, Seminars, Workshops. Ensure the development of community profiles by accessing relevant data. Facilitate and coordinate Social Development programmes in accordance with area plans. Conduct training needs analysis for community based organization, Community Health Workers and Community Development Workers. Supervise and manage Community Health Workers and Community Development Workers in the performance of their duties. Monitor and evaluate training programmes undertaken with Community Based Organisations, Community Health Workers and Community Development Workers.
Application forms to The Human Resources Administration Section, Health Department, 9 Old Fort Place, Durban, 4001 or PO Box 2443, Durban, 4000 or email dubebo@durban.gov.za. (Tel 311 3521) and returned by Friday 2010-03-12 at 12.00 (Midday).

DEVELOPMENT PLANNING, ENVIRONMENT AND MANAGEMENT UNIT

TECHNICAL PLANNER/SENIOR TECHNICAL PLANNER
R168 769.80/235223.28 pa
Grade 11
R194 568.24/264 837.48 pa
Grade 12

Grade 11
Qualifications (Essential): Accredited planning educational programme from a recognised institution at the National Qualifications Framework Level 6 (i.e. National Diploma in Town and Regional Planning) or an equivalent development related qualification, or considerable relevant experience. Valid code EB drivers licence. **(Preferred):**

Accredited planning educational programme from a recognised institution at the National Qualifications Framework Level 6 or higher (i.e. National Diploma in Town and Regional Planning or Bachelor of Technology degree in Town and Regional Planning) or an equivalent development related qualification. Eligibility for registration as a technical planner with the South African Council of Planners.
Experience (Essential): Min 12 months relevant experience. Computer Literate
(Preferred): Min 2 years relevant experience.
Grade 12
Qualifications (Essential): Accredited planning educational programme from a recognised institution at the National Qualifications Framework Level 6 or higher or an equivalent development related qualification. Eligibility for registration as a technical planner with the South African Council of Planners. A valid motor vehicle driver's licence (Code EB). Computer Literate
(Preferred): Bachelor of Technology degree in Town and Regional Planning). Eligibility for registration as a technical planner with the South African Council of Planners.
Experience (Essential): Min 5 years relevant experience.
Duties Include: Supports and assists with spatial planning and development planning tasks required for the production of Unit outputs in the following areas: Research and Policy, Framework Planning, Land Use Management Systems, Information and Communication - in compliance with applicable legislation, regulations, bylaws and policies
Applications to the Human Resources Administration, Ground Floor, Shell House, 221 Anton Lembede (Smith) Street, Durban 4001 or PO Box 5892, Durban 4000 or email Shrecruitment@durban.gov.za (Tel 311-3172 / 3173) by Friday 2010-03-12 At 12.00 (Midday).

REGIONAL CO-ORDINATOR (LAND USE MANAGEMENT)
R454 140.66/564 341.15 pa
Grade 16
TOTAL VALUE REMUNERATION PACKAGE RANGE

Qualifications (Essential): Post graduate degree in Town and Regional Planning, or related discipline. Eligibility for registration as a Professional Planner with the South African Council for Town and Regional Planners Computer literate Code EB drivers licence. **(Preferred):** Masters degree in Town and Regional Planning. Eligibility for registration as a Professional Planner with the South African Council for Town and

Regional Planners
Experience (Essential): Min 3 years relevant management experience. **(Preferred):** Min 5 years relevant management experience
Duties Include: Manages the Land Use Management functionality in a Municipal Planning Region, aligning functional key performance areas and procedures necessary to guide development according to the vision, strategies and policies of the integrated Development Plan and Framework Plans through Land Use Management Schemes that serve the interests of the general public, enhance the quality of life and promote sustainable development in the Municipality. Applications to The Human Resources Administration, Ground Floor, Shell House, 221 Anton Lembede (Smith) Street, Durban 4001 or PO Box 5892, Durban 4000 or email Shrecruitment@Durban.Gov.Za (Tel 311-3172/3) by Friday 2009-03-12 At 12.00 (Midday)

COMMUNICATIONS UNIT

GRAPHIC DESIGNER
R142 950.84/199 240.44 pa
Grade 10
GRADE SUBJECT TO PJEC AND NMC APPROVAL

Qualifications (Essential): Relevant tertiary qualification
(Preferred): A relevant National Diploma
Experience (Essential): Min 6 months experience in a fast paced graphics design
(Preferred): Min 1 year experience in a fast-paced graphics design environment
Duties Include: Provides a graphic design service within the Communications Unit, in particular doing design and layout and taking to production a range of communications tools and products as determined by the Unit and in line with the Communications strategy.
Applications to The Human Resources Administration, Ground Floor, Shell House, 221 Anton Lembede Street, Durban 4001 or PO Box 5892, Durban 4000 or email Shrecruitment@Durban.Gov.Za (Tel 311-3172/3173) by Friday 2010-03-12 At 12.00 (Midday)

COMMUNITY PARTICIPATION AND ACTION SUPPORT UNIT

SUPPORT OFFICER
R168 769.80/R235 223.28 pa
Grade 11
Qualifications (Essential): Relevant Tertiary Qualification **(Preferred):** Bachelor degree with Social Work or Community Development and Project Management diploma would

be an added advantage.
Experience (Essential): Min 2 years relevant experience
(Preferred): Min 2 years relevant experience in working with diverse groups and active involvement in community initiatives. Interaction with various organizations
Development facilitation, community development and experience in working with urban and rural development, NGO's and CBO's Good negotiating and problem solving skills. Involvement in social grants administration
Duties Include: Co-ordinating and facilitating beneficiary support for the Grant-In-Aid programme. Applications to The Human Resources Administration, Ground Floor, Shell House, 221 Anton Lembede Street, Durban 4001 or PO Box 5892, Durban 4000 or email Shrecruitment@durban.gov.za (Tel 311-3172/3173) by Friday 2010-03-12 At 12.00 (Midday).

YOUTH CO-ORDINATOR
R168 769.80/R235 223.28 pa
Grade 11

Qualifications (Essential): Relevant post Matric Certificate **(Preferred):** Relevant qualification in Social Development and Facilitation
Experience (Essential): Min 2 years relevant experience
(Preferred): Min 3 years working with diverse groups and active involvement in community initiatives. Good command of isiZulu. Good negotiating and problem solving skills overall co-ordination and implementation of Youth Programmes/Projects
Applications to The Human Resources Administration, Ground Floor, Shell House, 221 Anton Lembede Street, Durban 4001 or PO Box 5892, Durban 4000 or email Shrecruitment@Durban.Gov.Za (Tel 311-3172/3173) by Friday 2010-03-12 At 12.00 (Midday).

OCCUPATIONAL HEALTH & SAFETY UNIT

SAFETY OFFICER (Special Projects)
R168 769.80/235 223.28 pa
Grade 11

Qualifications (Essential): National Diploma in Safety Management or at least 10 credits towards such Diploma/Suitable qualification in Electrical or Mechanical, Civil, or Quality, or Project Management, Environment Management. A valid code 08 driver's Licence **(Preferred):** Suitable equivalent qualification in the field of Project Management. Computer Literacy
Experience (Essential): Min 3 years relevant construction work experience. **(Preferred):** Min 5 years experience in Safety and Risk Management Field and Project

Management.
Duties Include: Provide technical and administrative services related to construction work to all Ethekwini Municipality Cluster in ensuring compliance with the Construction Regulation and all applicable legislations and Standards.
Applications to The Human Resources Administration, Ground Floor, Shell House, 221 Anton Lembede Street, Durban 4001 o PO Box 5892, Durban 4000 or email Shrecruitment@durban.gov.za (Tel 311-3172/3173) by Friday 2009-00-00 At 12.00 (Midday)

PARKS, LEISURE & CEMETERIES UNIT

ARTISAN (MECHANIC)
R 142 950.84/ R 199 240.44 pa
Grade 10

Qualifications (Essential): Recognised motor/ diesel mechanic trade qualifications and successful completion of apprenticeship, preferably recognised motor/ diesel mechanic trade qualifications and successful completion of apprenticeship and trade test, a valid EC1 (Code 10) drivers licence, Valid Professional Driver Permit and Essential minimum 2 years relevant experience preferable Min 3 years relevant experience working in a mechanical workshop.
Duties Include: Undertakes the mechanical repair and maintenance of a wide variety two stroke, four stroke, petrol and diesel engines to ensure that the departments vehicle, small plant and equipment assets are well maintained in an orderly, safe and functional condition to be utilised for the effective and efficient delivery of services. Administer, supervise and train allocated staff to ensure an efficient, effective and productive staff. Perform line function administration and financial controls to ensure that effective control of expenditure and efficient use of resources. Ensure Occupational Health and Safety Act regulations are complied with to create and maintain a safe and secure working environment. Communicates, liaises and interacts with communities, internal and external stakeholders to foster good working relationships and ensure that the general public are treated with respect and receive proficient service. Maintain an up-to-date working knowledge in the field of motor mechanics to remain technically competent and able to perform with confidence in the advancing mechanical field of the public. Financial to ensure compliance with financial regulations, policies and also for cost effective of allocated funds. Administration to ensure effective administration and service delivery to the community

Applicants to The Human Resources Administration Section, Parks, Recreation & Culture, 3rd Floor Rennie House, 41 Margaret Mncadi Ave or PO Box 5426, Durban, 4000 (Te 311-4122) Not Later Than Friday 2009-03-12 At 12.00 (Midday).

SUPERVISOR (AMENITIES)

Community Halls
R 100 818.24/ R139 599.60 pa
Grade 7

Qualifications (Essential): Appropriate Secondary Education, preferably Adequate level of Secondary Education (Grade 12), EB/ Code 08 Drivers Licence, Preferable Valid EB/ Code 08 drivers licence, Supervisory training certification, Valid NOSA Certification, Valid first Aid certification and computer literacy and a two (2) years relevant experience preferable 3 years relevant experience.
Duties Include: Prepares and supervises allocated staff and resources in order to ensure that the staff are available, informed, equipped and able to perform the days tasks in a productive manner. Proactively organise and supervise staff in the preparation and maintenance of assigned community halls, leisure and recreation facilities to ensure work is conducted in an effective and efficient manner to provide secure, clean, orderly and functional facilities to be used by the community. Perform line function administration and financial controls to ensure orderly administrative procedures and to control use of resources. Communicates, liaises, and interacts with communities, internal and external stakeholders to foster good working relationships and ensure that the general public are treated with respect and receive proficient service. Ensures the health and safety of staff and the general public to create safe work environment with a healthy work force and secure facilities to be used by people. Maintain an up to date working knowledge in the field of facilities management to gain knowledge and be empowered to perform duties with confidence.
Applicants Must Reach The Human Resources Administration Section, Parks, Recreation & Culture, 3rd Floor Rennie House, 41 Margaret Mncadi Ave Or P.O. Box 5426, Durban, 4000 (Telephone 311-4122) Not Later Than Friday 2009-03-12 At 12.00 (Midday).

PUBLIC NOTICES

CALLS FOR PROPOSALS

(with cost estimates)

Co-ordinate & facilitate the Tourism Ambassador program during Indaba 2010 and the Administration and secretarial services of the Joint Operational Centre.

Durban Tourism, official host of Indaba 2010 Africa's largest Travel & Tourism Trade show, which will be at the International Convention Centre, calls for proposals and detailed cost estimates for the provision of the following serv-

ices during INDABA 2010:

- Tourism Ambassador Program
- Beach buddy program
- JOC Secretarial Services
- VOC Secretarial Services
- After care /customer care
- Stakeholder Liaison

The objective of the appointment is to provide a safe and happy environment to all visitors and exhibitors during the duration of Indaba. Durban Tourism requests companies and individuals that are registered with the eThekweni Municipality's procurement

data base to supply tenders with cost estimates to undertake the work as described above. Written quotes must be submitted before 15:00 on 2010-03-12 to Durban Tourism for the attention of Perry Moodley, 2nd floor, Tourist Junction, Monty Naicker Road (Pine Street), Durban.

INVITATION FOR QUOTED PROPOSALS

TO WORKSHOP INFORMAL TRADERS ON EQUITY PARTICIPATION

Business Support and Markets Unit is calling for quoted proposals from competent service providers to workshop informal traders on equity participation. Terms of Reference outlining the scope of work are obtainable from Business Support and Markets Unit, Suite 1101, 11th Floor, 75 Dr Langalibalele Dube (Winder) Street, Durban, from the 16 February 2010, between 8:00 and 16:00. Four copies of the

proposal are to be submitted in one envelope marked "PROPOSAL TO WORKSHOP INFORMAL TRADERS ON EQUITY PARTICIPATION" and must be hand delivered to Business Support and Markets Unit, Suite 1101, 11th Floor, 75 Dr Langalibalele Dube (Winder) Street, Durban 4001, for the attention of Nonku Mthembu, no later than 12:00 on 05 March 2010. For more information and further enquiries, please contact Nonku Mthembu, mthembunonkululeko@durban.gov.za Tel:

031- 311 4500 or
031 311 4456.