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VACANCIES
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LC002036

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NOTICES

UMGUNGUNDLOU ECONOMIC DEVELOPMENT AGENCY

INTENTION TO AWARD

Notice is hereby given to all interested parties and bidders in terms of regulation 49 of the Local Government Municipal Finance Management Act (SCM regulations) that UMDA intends to award as follows:

BID NUMBER	BID NAME	BIDDER	AMOUNT
Tender 05/2024	Provision, installation and commissioning of a rented cloud hosted IP PBX solution for a period of 3 years.	Access Technology Consultants (Pty) Ltd	R303 637,50

The objections to this award are to be directed to: Mr. M. Newton (CEO) by no later than 14 days from the date of this advertisement.

ERRATUM
EXTENSION OF CLOSING DATE

BID NUMBER	BID NAME	OLD CLOSING DATE	NEW CLOSING DATE
Tender 01/2025	Appointment of consultants for architectural, quantity surveying, engineering and project management services for the construction of phase 2 of the Howick Falls precinct upgrade.	15 August 2024 @ 12:00pm	26 August 2024 @ 12:00pm
Tender 02/2025	Provision of office accommodation for UMDA for a period of 36 months.	15 August 2024 @ 12:00pm	27 August 2024 @ 12:00pm

Enquiries/objections can be directed to Michael.Newton@umda.co.za or 033 342 3396.

Mr. M. Newton
Chief Executive Officer.

Burning Spear eGone 0905

SAVING Money SAVING Time

ADVERTISING about your business services under CLASSIFIEDS is cheaper than advertising your business on other mediums like TV ads, radio, etc - FAST and EFFICIENT!

FORMAL NOTICE

NOTICE OF THE TRANSFER OF A PORTION OF THE INSURANCE BUSINESS OF CENTRIO LIFE INSURANCE COMPANY LIMITED TO OLD MUTUAL ALTERNATIVE RISK TRANSFER LIMITED IN TERMS OF SECTION 50 OF THE INSURANCE ACT, 18 OF 2017

Notice is hereby given in terms of section 50 of the Insurance Act 18 of 2017 (hereinafter referred to as "the Act"), that it is the intention of CENTRIO LIFE INSURANCE COMPANY LIMITED (REG. NO.1943/016409/06) ("CENTRIO LIFE") to transfer a portion of its business to OLD MUTUAL ALTERNATIVE RISK TRANSFER LIMITED (REG. NO. 1997/00894/06) ("OMART") (hereinafter referred to as the "Proposed Transfer").

The portion of the business affected by the Proposed Transfer is -

- Insurance Policies providing life and disability cover ("the Transferred Policies") distributed and administered by AILife (Pty) Ltd; and

The Proposed Transfer envisages a transfer of the Transferred Policies from CENTRIO LIFE to OMART without consent from the affected policy holders and/or other stakeholders. For this reason, a detailed regulatory process is prescribed in terms of the Act, which includes, amongst others, the approval of the Proposed Transfer by the Prudential Authority.

Details of the Proposed Transfer are contained in a Transfer agreement entered into between CENTRIO LIFE and OMART, dated 31 December 2021 ("the Agreement"). The Agreement is subject to the fulfilment of suspensive conditions, which includes, amongst others, that the Proposed Transfer is approved by the Prudential Authority for the reasons explained above.

If the Proposed Transfer is confirmed, OMART shall be responsible for the fulfilment of all the obligations of CENTRIO LIFE insofar as the said obligations relate to the Transferred Policies. In such an event, the Proposed Transfer will be implemented on the first day of the month immediately after the month during which the Agreement becomes unconditional.

Copies of the Agreement, the reports of the Head of Actuarial Function of CENTRIO LIFE and OMART in respect of the Proposed Transfer; and any other documents required by the Prudential Authority, shall, where possible, be available for inspection for a period of 30 (thirty) days commencing on 26 July 2024 to 26 August 2024 from 09h00 to 17h00 (Saturdays, Sundays and public holidays excluded) at the reception areas of the head offices of CENTRIO LIFE, OMART and AILife, whose details are as follows:

- CENTRIO LIFE at The Oval, 2nd Floor, West Wing, Wanderers Office Park, 52 Corlett Drive, Illovo, Johannesburg, 2196 and
- OMART at Mutual Park, Jan Smuts Drive, Pinelands, Cape Town, 7405;
- AILife at 14th Floor, Lbridge Building, 25 Ameshoff Street, Braamfontein, Johannesburg, 2001
- AILife at 3rd floor, Standard bank Building, 26 Matthews Meyiwa Road, Berea, Durban, 4001

These documents will also be made available on the websites of CENTRIO LIFE at www.centrio.co.za and OMART at <https://www.OLDMUTUAL.co.za/corporate/our-capabilities/old-mutual-alternative-risk-transfer/> and AILife at www.alllife.co.za with effect from 26 July 2024 to 26 August 2024.

Any person who has an interest in this matter may, within 30 (thirty) days from the publication of this notice in the Government Gazette on 26 July 2024, submit to the Prudential Authority such representation concerning the Proposed Transfer as are relevant to his/her/its interests. The representations must reach the Prudential Authority no later than 26 August 2024.

Please direct all queries to AILife on 0861 25 55 43 or send an email enquiry to info@allife.co.za. Alternatively, please direct your enquiries to the Prudential Authority by email at SARB-PA@resbank.co.za.

CENTRIO LIFE INSURANCE COMPANY LIMITED | A SUBSIDIARY OF CENTRIO INSURANCE HOLDING LIMITED
REGISTRATION NO 1943/016409/06 **AUTHORISED FINANCIAL SERVICES PROVIDER: LICENSE NO 7370**
DIRECTORS: L LAMBECHTS (CHAIRMAN) PA JENNETT (CHIEF EXECUTIVE OFFICER) * MC LE ROUX* M DUNN HD
NEL PE SPECKMANN * EXECUTIVE COMPANY SECRETARY: E PRICE

Lerato
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rato
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NOTICES
0000

DEATHS
0035

WEBER
Lukas

It is with deep sadness that we announce the passing of Lukas Weber.

Lukas was an instrumental part of his family and friends' lives and will be greatly missed by all.

He was the beloved husband of his wife, Rosmin Weber, and a devoted father to Karyn, Martin, Ruth, and Caylee, as well as his stepdaughters Natalie and Jenny.

He was also an exceptional Oupa to Samantha, Brendon, Luke, Charlotte, and Astrid, and to his many step-grandchildren who all adored him.

Additionally, Lukas was a cherished father-in-law, providing love and support to his children's spouses.

With heartfelt condolences, The Weber Family

LC002040

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VACANCIES

uMNGENI MUNICIPALITY

VACANCIES - NOTICE NO: 10/2024 EXTERNAL /INTERNAL ADVERT

uMNGENI MUNICIPALITY with its legislative and administration seat in Howick seeks the services of suitably qualified and/or experienced persons for the following posts:

DEPARTMENT OF INFRASTRUCTURE AND PUBLIC WORKS

POST: MANAGER: VEHICLE, PLANT AND EQUIPMENT

SALARY: R467 388.36 per annum (TASK Grade14)
Minimum Qualification Requirements:

- The incumbent must have a Grade 12 certificate
- Diploma or Degree in Mechanical Engineering and be a Trade Tested Mechanic,
- Five (5) years' experience in Mechanical, repairs, maintenance of plant, equipment and fleet management.
- Must be in possession of a Code C1 / or EC driver's license.
- MFMP will be an added advantage.

Key Responsibilities:

- Formulate strategy and operations into plans and projects and manage related budgets and finances.
- Demonstrate track record of fleet management and mechanical workshop management and/or running a unit of a reasonable size.
- Mobilize and inspire others towards shared goals.
- Understand the operations and affairs of the mechanical workshop
- Repairs all Vehicles, Plant and Mechanical Equipment.

HEAVY PLANT OPERATORS

POST: 20-TON EXCAVATOR OPERATOR

SALARY: R185 345.04 per annum (TASK Grade7)
Minimum Requirements:

- Basic literacy or NQF Level 1 (Grade 09)
- Minimum of 2-3 years' experience in operating the Excavator
- Code EC driving licence with PDP
- Proficiency certificate for operating truck mounted equipment.
- The incumbent must be physical fit and able bodied.

Key Responsibilities:

- Construction and maintenance of access roads
- Digging of trenches, holes foundations
- Material handling
- Forestry work and forestry mulching
- Brush cutting with hydraulic saw and mower attachments.

POST: VIBRATING COMPACTOR ROLLER OPERATOR

SALARY: R185 345.04 per annum (TASK Grade7)
Minimum Requirements:

- Basic literacy or NQF Level 1 (Grade 09)
- Minimum of 2-3 years' experience in operating the Excavator
- Code EC driving licence with PDP
- Proficiency certificate for operating truck mounted equipment.
- The incumbent must be physical fit and able bodied.

Key Responsibilities:

- Operate the roller and other heavy equipment in a safe and appropriate manner.
- Perform daily maintenance and safety checks of equipment.
- Safely operate roller in successive overlapping passes over surfaces to be compacted, rolling subgrade and asphalt to desired compaction and smoothness.
- Determine speed and direction of machine, based on knowledge of compressibility of material under changing temperatures, so that ridges do not form by excessive pressure.

POST: TIPPER TRUCK X 4

SALARY: R185 345.04 per annum (TASK Grade7)
Minimum Requirements:

- Basic literacy or NQF Level 1 (Grade 09)
- Minimum of 2-3 years' experience in operating the Tipper Truck
- Code C1 driving licence with PDP
- The incumbent must be physical fit and able bodied.
- Tipper Truck certificate will be added advantage

Key Responsibilities:

- Receiving instructions and details of tasks/ requirements from the immediate supervisor
- Ability to operate the Tipper Truck professionally. Inspection safety devices, control lubricants levels
- Driving and manoeuvring the Truck and engaging controls to operate mechanisms to enable transport material and off load.

POST: ABNORMAL LOW BED TRUCK

SALARY: R185 345.04 per annum (TASK Grade7)
Minimum Requirements:

- Basic literacy or NQF Level 1 (Grade 09)
- Minimum of 2-3 years' experience
- Code C1 driving licence with PDP
- The incumbent must be physical fit and able bodied.

Key Responsibilities:

- Drive trucks and trailers to transport heavy oversized equipment and loads.
- Apply knowledge of commercial driving and skill in manoeuvring vehicle at varying speeds in difficult situations: such as heavy traffic, inclement weather, or in tight loading/unloading areas on and off highway and private dirt roads.
- Ensure load is properly secured and weight is evenly distributed on truck and trailer.
- Check binders to ensure load is secure.
- Perform basic preventative maintenance to ensure fluid levels and tire pressures are maintained.

DEPARTMENT OF ADMINISTRATIVE SUPPORT SERVICES

POST: MANAGER: HUMAN RESOURCES & LABOUR RELATIONS

SALARY: R606 705.24 (TASK GRADE 16)
Minimum Qualification Requirements:

- An appropriate Diploma/ Degree in Human Resources Management / Public Administration or Law.
- 3 years or more relevant experience covering a broad range of Human Resources functions; and
- At least 1- 3 years supervisor experience
- MFMP will be an added advantage.

Key Responsibilities:

- Manage and implement personnel management functions, focusing on recruitment and selection, training and development of personnel in the section, benefit administration, payroll processing as well as performance management and performance review.
- Develop, implement and review human resources policies of the Municipality, and monitor compliance with HR policies.
- Analyse and monitor statistical information pertaining to staff attendance, leave, overtime and shift to address deviations or occurrence of abuse and/or workplace conflict through the implementation of corrective measures, in accordance with human resources policies and procedures.
- Ensure the development and implementation of strategies for talent attraction and retention
- Manage, participate in and control procedures and processes associated with maintaining employment relations and industrial peace within the municipality.
- Manage Organisational Design and Job Evaluation process.
- Compile, review and submit Employment Equity Plan.
- Manage employee health and safety and employee wellness and ensure efficient and effective management of employee benefits (Occupational Health and Safety)

POST: MANAGER: ADMINISTRATION SUPPORT

SALARY: R606 705.24 (TASK GRADE 16)
Minimum Qualification Requirements:

- An appropriate Diploma/ Degree in Public Administration/ Management or Law.
- 3 years or more relevant experience covering a broad range of administration's functions; and
- At least 1- 3 years supervisor experience
- Knowledge in archiving Act.
- MFMP will be an added advantage.

Key Responsibilities:

- Manages the key performance areas and result indicators associated with the Administration Section;
- Undertaking special projects for the Municipal Manager and Directors including studies and chairing task teams as required;
- Researches, develops and participates in the conceptualisation and implementation of strategic and short term plans associated with the Corporate Administrative functionality of the Municipality and other institutional projects;
- Providing an effective administrative, information and council support service to core service delivery functions (Records Management, Committee Administration, Call Centre, Auxiliary and Public participation);
- Provide sound record keeping, records management practices, resolution tracking, drafting & distribution of documentation service;
- Manages the implementation of financial controls/ procedures and provides information to support financial planning sequences;
- Manage, monitor and control the budget of the section;
- Manages outcomes associated with utilization, productivity and performance of personnel within the Administration Section;

OFFICE OF THE MUNICIPAL MANAGER: CO-ORDINATOR:

POST: PUBLIC RELATIONS & SPECIAL PROJECT FIXED-TERM CONTRACT WHICH WILL BE ALIGNED TO EXECUTIVE OFFICE

SALARY: R415 144.56 (TASK GRADE 13)
Minimum Qualification Requirements:

- Diploma or Degree in Public Administration or Development Studies
- Strong analytical, organizational, and communication skills.
- Ability to work collaboratively with diverse stakeholders and manage multiple tasks simultaneously.
- Proficiency in Microsoft Office Suite and social media platforms.
- At least 3-5 years of experience in project management, public relations, or policy research, preferably within a governmental or non-profit organization.

Key Responsibilities:

- Special Projects in the Executive: Manage and coordinate special projects as directed by the Mayor and executive team.
- Develop project plans, timelines, and budgets, ensuring projects are delivered on time and within scope.
- Liaise with various departments and external partners to ensure project goals are met.
- Prepare reports, presentations, and updates for the Mayor and other stakeholders on the progress of special projects.
- Stakeholder and Public Relations:
- Build and maintain relationships with key stakeholders, including government agencies, community organizations, businesses, and the media.

VACANCIES

and/ or arranging for the collection of documentation prior to scheduled meetings.

POST: HUMAN SETTLEMENT OFFICER

SALARY: R368 723.04 (TASK GRADE 12)
Minimum Qualification Requirements:

- National Diploma in Public or Housing Administration with 2 years' experience in housing development in a municipal environment.
- Must be computer literate.
- Valid code B driver's license.

Key Responsibilities:

- Interact with the Department of Human Settlements * Implement housing policies as well as short- and long-term housing strategies
- Dealing with housing problems, and related issues
- Facilitate public meetings on housing matters
- Compiling monthly reports
- Assist with the allocation of low-cost houses.
- Assisting with the planning of housing projects, construction phases and title deeds transfers.

DEPARTMENT OF COMMUNITY SERVICES AND PUBLIC SAFETY

POST: EDUCATIONAL OFFICER

SALARY: R234 966.12 (TASK GRADE 9)
Minimum Qualification Requirements:

- Diploma in Public Relations / or a Certificate in Education.
- Project Management will be an added advantage.
- Strong computer including use of Microsoft Office, applications, and willingness to learn new computer skills as required.
- Be Computer literate in all normal programmes.
- Drivers licence essential.

Key Responsibilities:

- Creating a welcoming environment for visitors, conducive to learning.
- Communicating with visitors and/ or conducting tours
- Communicating with crafters and arranging for attending exhibitions of work
- Assisting researchers with information /books in the reference library.
- Developing existing relationships with agencies in both the formal and informal education sectors.
- Exploring new initiatives in museum education

DEPARTMENT OF FINANCE

POST: EXECUTIVE SECRETARY

SALARY: R185 345.04 (TASK GRADE 07)
Minimum Qualification Requirements:

- Grade 12, National Diploma in Public Management
- Computer qualification in Microsoft Word package (MS Word, MS Excel and MS PowerPoint)
- Valid driver's license
- 2 years' experience in secretarial duties

Key Responsibilities:

- Performs specific tasks / activities associated with the provision of administrative and secretarial support by:
- Scheduling, confirming and updating the diary of the Manager and alerting or indicating priority/ urgent meetings requiring attention.
- Organising, confirming and scheduling meetings/ appointments with internal departments/ external officials, arranging the venue and attending to catering/ refreshments requirements.
- Copy typing and formatting documents/ reports and creates presentations using word processing and related office applications.
- Updating the correspondence register inserting reference numbers and subject of correspondence received and in circulation and/ or seeking information and approval of and communicating response established for specific/ or routine matters.
- Preparing notification, agendas and minutes for specific meetings (Council/ Executive Committee) and attending to the distribution and/ or arranging for the collection of documentation prior to scheduled meetings.

APPLICANTS SHOULD NOTE THE FOLLOWING

- Canvassing to Councillors and Officials for appointment will automatically disqualify an applicant.
- If no reply to your application has been received within 60 days of the closing date, you should consider your application as being unsuccessful.
- NO late applications will be accepted
- UMngeni Municipality adheres to the provisions as contained in the Employment Equity Act to ensure representativity through the process of Affirmative Action
- The applicant should fill an application form which is compulsory and must be completed in full, accurately and legibly.
- The application is available from our website www.umngeni.gov.za and it must be accompanied by the full curriculum vitae to determine the legibility of the applicant.
- Certified copies (Qualifications, Identity Document and Drivers Licence where applicable) must be attached as it is compulsory.
- Closing date for applications is 16 August 2024.
- The application must be addressed to the: Municipal Manager: uMngeni Municipality, Corner of Somme & Dick Streets, Howick, 3290. The online applications must be emailed to applications@umngeni.gov.za
- For enquiries, please contact Dr. P.S Mkhize, Director: Administrative Support on 033- 239 9210

MR. M. HLOBA MUNICIPAL MANAGER

DEPARTMENT OF ECONOMIC DEVELOPMENT, PLANNING AND HUMAN SETTLEMENT

POST: SENIOR TECHNICAL PLANNER

SALARY: (12): R368 723.04 – R478 613.40
Minimum Qualification Requirements:

- National Diploma in Town and Regional Planning and / or B-Tech / B-degree.
- Registration/ eligibility for registration as a professional planner with the South African Council for Town and Regional Planners;
- 2 to 5 years relevant experience.
- A valid Code EB (08) drivers' licence

Key Responsibilities:

- Coordinates and controls tasks/activities associated with the implementation of Land Use Management legislation.
- Coordinating and controlling activities / task associated with urban and rural land use and Environmental planning by processing various SPLUMA Land Use application and processing building plans from the Building Inspector's office for compliance;
- Assisting the Manager; Town Planning with the development implementation and review of spatial planning instruments, such as Spatial Development Frameworks, local Area Plans, precinct plans, SPLUMA bylaws and other relevant policies;
- Act as a Public liaison between the municipality and other organs of state;
- Assist with the enforcement of the municipal Planning and Land Use Management bylaws.

POST: EXECUTIVE SECRETARY

SALARY: R185 345.04 (TASK GRADE 07)
Minimum Qualification Requirements:

- Grade 12, National Diploma in Public Management
- Computer qualification in Microsoft Word package (MS Word, MS Excel and MS PowerPoint)
- Valid driver's license
- 2 years' experience in secretarial duties

Key Responsibilities:

- Performs specific tasks / activities associated with the provision of administrative and secretarial support by:
- Scheduling, confirming and updating the diary of the Manager and alerting or indicating priority/ urgent meetings requiring attention.
- Organising, confirming and scheduling meetings/ appointments with internal departments/ external officials, arranging the venue and attending to catering/ refreshments requirements.
- Copy typing and formatting documents/ reports and creates presentations using word processing and related office applications.
- Updating the correspondence register inserting reference numbers and subject of correspondence received and in circulation and/ or seeking information and approval of and communicating response established for specific/ or routine matters.
- Preparing notification, agendas and minutes for specific meetings (Council/ Executive Committee) and attending to the distribution