



REAL ESTATE UNIT

DEPUTY HEAD (ACQUISITIONS & VALUATIONS)

Ref No. 72000004

The eThekweni Municipality is seeking to appoint a dynamic and competent individual to the abovementioned position. An attractive and competitive remuneration package will be negotiated.

Qualification (Essential): Unrestricted registration with the South African Council of Valuers as a Valuer. **(Preferred):** Degree or Diploma applicable to the Built Environment disciplines. Unrestricted registration with the South African Council of Valuers as a Valuer.

Experience (Essential): Extensive middle management experience specifically related to the development and maintenance of a Valuation Roll. **(Preferred):** Minimum of 10 years of middle management within a municipal environment specifically related to the development and maintenance of a Valuation Roll. Broad experience and understanding of GIS systems and computer literacy with respect to spreadsheets and data management. Demonstrated experience in project development and management. Demonstrated experience in policy development.

Duties Include: Develop, produce and maintain a Valuation Roll as provided for in terms of legislation. Ensure that the Valuation Roll remains up to date. Ensure the formulation and development of all relevant policies, procedures, practices and programmes in respect of the Roll and financial and other imperitives. Provide all necessary support to the Valuation Appeals Board. Ensure all fixed property acquisitions as required by the City and its Departments and citizens are efficiently and timeously concluded. Manage and control staff and augment staff capacity / capabilities as required. Develop, implement and maintain all necessary financial budgets. Represent the Deputy City Manager: Treasury and Head: Real Estate by attending the necessary meetings as delegated. Represent the City as City Valuer as and when necessary. Undertake related assignments.

A letter of application motivating why you should be considered for this position together with a comprehensive Curriculum Vitae and certified copies of qualifications must be forwarded to the Deputy Head: Human Resources (Treasury)

Applications to The Human Resources (Treasury), Ground Floor, Florence Mkhize Building, 251 Anton Lembede, Durban 4001 or PO Box 828, Durban 4000, and/or fax To: 031-311 1651, or may email MngadiSibahle@durban.gov.za by Friday 2012-03-02 at 12.00 (Midday). Telephonic enquiries should be directed to the Deputy Head: Human Resources (Treasury) on 031-311 1154

