
DIRECTORATE
WATER AND SANITATION

DEPARTMENT
Distribution Services

SALARY
R 1 390 422.00 TCOE T17 pa.

REFERENCE NUMBER
WS 18\25

CLOSING DATE
14.02.2025

ELIGIBILITY
Qualified Candidates

Project and Contract Management Head

Requirements

- B Eng / BSc Eng with registration with ECSA as Professional Engineer (Pr Eng)
- At least 8 years relevant Project and Contract Management experience
- High degree of independence
- A valid driver's license and the ability to travel
- Computer Literacy – (advance MS Excel, use of SAP)
- Proficiency in MS Office applications

Key Performance Areas

- Manage project implementation including regional support, cash-flows, new technology and processes, as-build data, OHS, problem solving, leadership, quality management and SAP processes etc
- Project managing the construction of Bulk Reticulation Infrastructure through technical assessment, calculation, systems monitoring and application of Engineering expertise.
- Develop and approve construction project schedule
- Disseminates functional planning, project implementation on the immediate, short and long term initiatives, objectives, problems and constraints
- Manage Project Managers in accordance with Council policy, procedures and established timeframes, in compliance with any external funding source requirements and project constraints.
- Ensures that the Project team is fully trained in all aspects of project management and SAP.
- Implementation of the Reticulation Branch capital budget in terms of the long- term planning, master plan and refurbishment of services.
- Ensuring that Project Engineers and Regional Operations manage the contracts to strict guidelines and process measurement and payment certificates timeously and accurately.
- Ensuring that CMS contract requirements are updated on a monthly basis.
- Hold project meetings and manage reporting of monthly



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progress on SDBIP targets, review and motivate discrepancies.
Attend Sub-Council meetings to provide clarity on progress with capital project implementation.

How to Apply

By submitting your application for a position at the City of Cape Town, you are consenting to the use of your personal information provided as part of your application and/or Recruitment process for Recruitment and Selection purposes. In addition, you may be required to undergo, including but not limited to, Criminal and Security Checks, Personal Verification, and Lifestyle Audits, throughout your recruitment process and/or subsequent employment.

External candidates: APPLY ON LINE VIA
www.capetown.gov.za/careers

Internal staff: APPLY ON LINE VIA SAP PORTAL

Certified copies of qualifications must be available on request. Applicants are respectfully informed that, if no notification of appointment is received within three months of the closing date, they must accept that their applications were unsuccessful



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