

**ALFRED DUMA LOCAL MUNICIPALITY: EXTERNAL VACANCY**

### DEPARTMENT : BUDGET AND TREASURY

**SECTION : MANAGEMENT**

**STAFF VACANCY : MANAGER: VALUATIONS (1 POST)**

**POST IDENTIFICATION NUMBER : KZ238-FIN011**

**SALARY : R796, 628.17 – R1034, 083.85 p.a (TASK GRADE 17)**

**REQUIREMENTS**

**QUALIFICATION, COMPETENCIES**

* Matric**.**
* Degree (NQF Level 7)/National Diploma (NQF Level 6) in Property Valuation or Relevant Equivalent Qualification.
* Registered as a Professional Valuer or Professional Associated Valuer (without restrictions) with the South African Council for Property Valuers Profession.
* Membership of the South African Institute of Valuers will be an added advantage.
* Valid Code B or EB Driver’s License (Own Vehicle).
* Five (5) years’ experience in Municipal Valuations.
* Sound knowledge of the Municipal Property Rates Act and all other applicable legislation.
* Ability to work under pressure to meet deadlines.
* Excellent written and communication skills.
* Excellent Report Writing Skills.
* Strategic thinking in relation to planning, directing, managing and monitoring valuation practices in the Municipality.
* Ability to priorities multiple tasks, work accurately, independently and objectively.
* Understanding of the Batho Pele Principles.

**DUTIES :** • Undertake valuations in terms of the Municipal

Property Rates Act.

• Compilation and Maintenance of the General and Supplementary Valuations Roll in terms of the Municipal Property Rates Act.

• Provide Market Valuations for the Disposal and Acquisition of Assets for Municipal purposes.

* Establishment of Rentals for fixed properties.
* Attend to Valuation Objections and Appeals.
* Assist with the verification and updating of certain

 Components of the Fixed Asset Register.

* Revaluation of movable properties within the

 Municipal area.

* Ensuring that all properties are inspected to establish

 the physical characteristics of these properties.

**SPECIAL CONDITION :** ❖ Shortlisted candidates may be subjected to

 a competency test.

❖ Successful candidates will be subjected to a three (3) month probation period and background/reference check.

**CLOSING DATE : 08 August 2025 TIME- 16:00**

The Alfred Duma Local Municipality is committed to the principles of affirmative action and employment equity and therefore applications from previously disadvantaged persons will receive preference.

Application on the prescribed form obtained from Alfred Duma Local Municipality – Department Corporate Services and detailed CV with **certified copies** of relevant qualifications must be addressed to the Executive: Director Corporate Services, P O Box 29, Ladysmith, 3370.

Further information is available from the Executive: Director Corporate Services on 036-637 2231.

Canvassing is prohibited. Please note that the successful applicant will be required to submit original qualifications and consent to the verification of such qualifications.

**THE MUNICIPAL MANAGER IS NOT OBLIGED TO FILL THIS POSITION.**

**NB. IF YOU HAVE NOT BEEN CONTACTED WITHIN 30 DAYS AFTER CLOSING DATE, PLEASE ASSUME THAT YOUR APPLICATION WAS UNSUCCESSFUL.**

**NOTICE NUMBER: 58/2025 DATED: 24/07/2025**

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**MUNICIPAL MANAGER**