



EXTERNAL ADVERTISEMENT

Mpumalanga Economic Growth Agency (MEGA) is a Schedule 3D public entity of government in terms of the Public Finance Management Act, established by MEGA Act No 1 of 2010 under the executing authority of the Mpumalanga Department of Economic Development and Tourism (DEDT). The entity is mandated to champion sustainable economic development investments and empowerment projects that transform the lives of the people, reduce poverty, and unemployment, and redress human settlement inequalities in Mpumalanga Province. MEGA is an entity undergoing organizational repositioning and transformation to implement the economic investment and empowerment strategy of the Mpumalanga Provincial Government.

MEGA seeks to recruit suitably qualified individuals to fill the following positions:

FIXED-TERM CONTRACT POSITIONS

1. POSITION: FACILITIES MAINTENANCE OFFICER (Ehlanzeni and Gert Sibande)

Reference code	PROP2023/02/03
Type of employment	2 YEARS FIXED – TERM CONTRACT
Objective	To Provide administration and management of some of the 95% of the revenue-generating property portfolio scattered all around the three regions of Mpumalanga province (Namely Ehlanzeni, Gert Sibande, and Nkangala).
Required minimum qualification	Diploma in real estate, architectural studies, quantity surveying, or building science.
Required minimum work experience	At least 1-year minimum experience

KPA's	<ul style="list-style-type: none"> • Administer leases/leasing process • Compilation of maintenance submissions on leased properties • Drafting of BQQs. • Defects budget costing • Management of service providers and contractors
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2. POSITION: FACILITIES MANAGEMENT CONTRACT WORKER (Ehlanzeni and Gert Sibande)

Reference code	PROP2023/02/04
Type of employment	2 YEARS FIXED – TERM CONTRACT
Objective	To Provide administration and management of some of the 95% of the revenue-generating property portfolio scattered all around the three regions of Mpumalanga province (Namely Ehlanzeni, Gert Sibande, and Nkangala).
Required minimum qualification	Diploma or degree in real estate, architectural or building science
Required minimum work experience	At least 1-year minimum experience
KPA's	<ul style="list-style-type: none"> • Verification of MEGA properties and monitoring of reservation lists • Administration of MEGA offices • Administer maintenance and procurement of cleaning equipment and materials for offices and other properties belonging to MEGA • Procurement and management of service providers.

SUBMISSION OF APPLICATIONS:

Interested candidates should submit an application stating a reference number, a detailed CV, and copies of qualifications and identity documents to Human Capital Management e-mail address: recruits@mega.gov.za or hand-deliver to Human Capital Management, MEGA Office Park, 02 Eastern Boulevard, Riverside Mbombela

REMUNERATION

MEGA offers a competitive remuneration and benefits package that may be negotiable based on qualifications, experience, and evidence of the current remuneration package of the successful candidate.

Enquiries: Ms. Lindi Tshabalala, 013 492 5818, or Elsie Ramodike

Closing date for applications: 21 April 2023 @ 16h00. No late application will be considered

MEGA is an equal opportunity and affirmative action employer. Preference will be given to applicants whose appointment will advance and enhance the gender and racial representation of the entity, in

accordance with its equity plan. Applicants who have not been contacted within 60 days of the closing date may assume that their applications have been unsuccessful.