



CITY OF MUTARE

ENGINEERING AND TECHNICAL SERVICES DEPARTMENT

VACANCY: DEPUTY DIRECTOR-WATER AND WASTEWATER (DDWW) (GRADE 14)

Applications are invited from suitably qualified, experienced, self-motivated, and goal-oriented individuals to fill the above positions that have arisen within the Engineering and Technical Services Department. Reporting to the Director of Engineering & Technical Services, the incumbent is chiefly responsible for design, construction, and management of water and sanitation infrastructure, services thereof. The DDWW is also responsible for the installation and maintenance division.

The Person Specification

- Strictly Bsc or B.Eng. (Hons) degree in a civil engineering.
- A Professional Engineer registered with the Engineering Council of Zimbabwe (ECZ)
- Chartered municipal or water or sanitary engineer or holder of MSc. (civil engineering) specializing in Water or Sanitary engineering or Urban Water & Sanitation.
- Minimum five (5) years of relevant experience, at least two (2) of which should be at principal engineer level or higher in a municipal or utility set-up.
- Traceable experience in project proposal-writing and running Development Partner/Bank/International Agency-funded projects (added advantage)
- Experience in recruitment, supervision, and management of consultants & contractors.
- Knowledge of local authority ERPs used in Zimbabwean urban local authorities will be an added advantage.
- Skills in MS Word, Advanced Excel, PowerPoint, MS Project, Internet, Basic ArcGIS & Q GIS, EPANET, WaterCAD, SewerCAD, or equivalent.
- Excellent customer handling, interpersonal, and supervisory skills.
- Mature, sober, and honest character.
- Creative problem trouble-shooter, swift decision-maker, and problem-solver.
- Willing to learn

Areas of Expertise

- Water supply engineering
- Wastewater engineering
- Project structuring
- Customer care
- Policy and Standard Operating Procedure (SOP) formulation, review and enforcement
- Report-writing
- Departmental budgeting and cost control
- Staff training and performance appraisal
- Training and mentorship
- Project proposal writing
- Installation and maintenance (appreciation)
- Innovation

- Project management
- Stakeholder management
- Health and Safety

KEY RESULT AREAS

- Water supply
- Sanitation
- Installation and Maintenance

Applicants should submit six (6) certified hard copies of academic and professional certificates and their CVs to the office of the Town Clerk **no later than 28 March 2025**. Only shortlisted candidates will be contacted. Canvassing will automatically disqualify candidates.

“EQUAL EMPLOYMENT OPPORTUNITY”

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K. B. CHAFESUKA
TOWN CLERK