

CITY OF HARARE



VACANCY NOTICE

HARARE TO ACHIEVE A WORLD CLASS CITY STATUS BY 2025

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|---------------------|----------|--|
| POSITION | : | BUILDING INSPECTOR/SENIOR (6 POSITIONS) |
| GRADE | : | 9/8 |
| REPORTING TO | : | REGIONAL BUILDING INSPECTOR |
| LOCATION | : | CLEVELAND HOUSE |
| DEPARTMENT | : | WORKS |

Applications are invited from suitably qualified and experienced persons to fill the above mentioned vacancies in the Architectural Division of the Department of Works.

JOB PURPOSE

Responsible for enforcing Model Building By-Laws and various relevant Statutory Instruments as enshrined in the Urban Councils Act (Chapter 29:15).

KEY RESULT AREAS

- Scrutinises building plans to ensure that they comply with the Model Building By-Laws
- Interprets By-Laws to Architects, Engineers, Draughts-persons, and property developers and property owners
- Ensures that Building Plan fees paid are relative to proposed projects depicted on building plans and recommends payment of shortfalls where due.
- Tests Drain layers and Plumbers for licensing purposes in accordance with the relevant By-Laws and issues certificates.
- Inspects all construction works to ensure they conform to Model Building By-Laws.
- Originates, recommends and issues certificates of occupation to public and private buildings.
- Stops construction of illegal structures.

QUALIFICATION AND EXPERIENCE

- Five 'O' Levels including English and Mathematics
- Apprenticeship trained journeyman Skilled Worker Class 1 in any building construction trades (Bricklaying/Carpentry/Plumbing).
- City and Guilds Craft Certificate/National Craft Certificate/National Certificate in Carpentry/Bricklaying/Plumbing.

- Minimum of 5 years experience in the respective trade.
- Clean Class 4 Driver's licence.
- Membership with any of the Construction bodies is an added advantage.

DESIRED COMPETENCES AND SKILLS

- Good analytical skills
- Good communication skills
- Ability to manage stakeholders / contractors
- Computer literacy
- Defensive Driving Certificate
- Team Player

NB: City of Harare is an equal opportunities employer and female applicants are encouraged to apply.

COMPENSATION

A competitive salary commensurate with the post and other benefits will be disclosed to successful candidates.

A written application letter together with a detailed curriculum vitae including certified copies of both educational and professional qualifications and three (3) traceable references should be submitted to:

The Acting Human Capital Director
Rowan Martin Building
P. O. Box 1680

HARARE

Or hand deliver to Records Office, Basement, Room B38 at Rowan Martin Building.

To arrive not later than: **3 April 2023**

(Clearly state on the envelope the position applied for).

CANVASSING WILL DISQUALIFY APPLICANTS.

NOTE: Only shortlisted applicants will be responded to