



BERGRIVIER MUNICIPALITY

Bergrivier Municipality ensures the wellbeing of all communities within the Bergrivier region through economic growth, social wellbeing, community involvement and effective management within a safe and healthy environment.

Bergrivier Municipality with its head office in Piketberg and approximately an hour's drive from Cape Town currently has the following vacancy and awaits applications from competent persons who comply with the minimum job requirements. (Women and persons with disabilities are encouraged to also apply.)

VACANCY INTERNAL & EXTERNAL APPLICATIONS WILL BE CONSIDERED

TRACTOR DRIVER: ROADS AND STORMWATER (PIKETBERG)

DIRECTORATE: TECHNICAL SERVICES

REF: TD73/551/PB

Qualifications: Basic Literacy

Experience: 1 years' relevant experience

Requirements: Valid Code B driver's licence with PrDP · Proficiency in at least two (2) of the official languages of the Western Cape (Afrikaans/English/Xhosa- Read, Write and Speak) · High level of responsibility · Ability to give attention to detail · Must be physically fit and able bodied · Required to work in all weather conditions · Required to work outside normal working hours during emergencies and planned overtime · Must perform duties in the whole area of the municipality when required.

Job Purpose: Performs tasks / activities associated with general maintenance and repair work to roads, stormwater and drainage systems, driving a tractor and transportation of material/ equipment and personnel to / from work sites.

Key Performance Areas: Perform specific tasks / activities at the Depot prior to and on completion of allocated maintenance assignments · Undertakes general labouring tasks and operates small plant and equipment during road-works, stormwater drainage, road maintenance and road-marking and signage · Performs specific tasks associated with the operation of vehicle / equipment during general maintenance activities of recreational areas and open spaces · Clean vehicles and attend to the storage and care of tools and equipment · Completes internal transactional documents (log sheets, etc.) and related forms (vehicle checklist) · Any other related duty as requested by the supervisor.

The competency level for this position is a level 1 as stipulated in Annexure A of the Municipal Staff Regulations, Government Notice R890, as promulgated in Government Gazette 45181, dated 20 September 2021 and comprises of the following competencies.

Functional/ Professional Competencies	Public Service Orientation Competencies	Personal Competencies
<ul style="list-style-type: none"> • Operation Monitoring • Quality Control Analysis • Operation and Control • Troubleshooting • Work Place Safety • Planning and Organising 	<ul style="list-style-type: none"> • Service Delivery Orientation • Interpersonal Relationships • Communication 	<ul style="list-style-type: none"> • Action Orientation • Resilience • Accountability and Ethical Conduct • Learning Orientation • Impact and Influence • Team Orientation

Salary:	R 145 464.00 per annum (T06 of a Category 3 Local Authority)
Date of acceptance:	01 September 2023 or as soon as possible
Enquiries:	Mr J Strumphier at 022 913 6000

GENERAL:

1. A service bonus equivalent to one month's salary, where applicable, will be payable and be supplemented by the normal benefits applicable to the Municipality including a housing allowance for home owners subject to certain conditions.
2. The Municipality is an equal opportunity employer and respects the conditions of the Employment Equity Act, preference will be given to candidates who comply with the Employment Equity Targets.
3. The Municipality is not bound to make any appointment.
4. All appointments are subject to Police clearings; which means that by applying for a position at the Municipality, you give us permission to obtain a Police clearance.
5. Applications received after the closing date or which have been received without the documentation mentioned below, will not be considered.
6. Only short-listed applicants will be contacted for interviews. Applicants can regard their applications as being unsuccessful if no feedback has been received within six weeks from the closing date.
7. Canvassing of any councillor and/or member of the Appointment Committee and/or any personnel member of the Municipality will not be allowed and will immediately disqualify applicants.
8. In addition to the minimum job requirements and station mentioned herein, applicants may be expected to work overtime or be on standby, as well as render services in other parts within the municipal area, as required.
9. Appointment in certain posts is subject to a security clearance and applicants will also undergo an interview and evaluation process and where necessary, write a trade test.
10. The municipality respects the conditions of the Protection of Personal Information Act. By submitting your information and application you confirm that the information you have provide to us is true, correct and up to date.
11. Preference will only be given to local candidates within the Bergrivier area (WC013).
12. Successful candidates will expected to sign a contract of employment, disclosure of benefits and interest and a performance contract (where applicable) with the employer.

A covering letter with at least two (2) contactable references (managers, subordinates or peers), must accompany the completed prescribed application form (available on request at Tel. 022 9136000 or on the municipality's website www.bergmun.org.za) with certified copies of the necessary qualification certificates, ID document, Drivers Licence and a Curriculum Vitae (Maximum of 3 pages), (only one post per application form) to reach the **Municipal Offices, Piketberg or mailed to P O Box 60, Piketberg 7320 for the attention of Ms W Terry Thomas (Human Resources Officer: Provisioning and Administration)** by no later than the closing date.

NO FAXES OR ELECTRONIC APPLICATIONS WILL BE ACCEPTED.

CLOSING DATE: FRIDAY, 05 MAY 2023 AT 15:00

**ADV H LINDE
MUNICIPAL MANAGER**

MN63/2023

**13 CHURCH STREET
P O BOX 60
PIKETBERG
7320**



BERGRIVIER MUNISIPALITEIT

Bergrivier Munisipaliteit verseker die welstand van alle gemeenskappe in sy gebied deur ekonomiese groei, sosiale welstand, gemeenskapsbetrokkenheid en effektiewe bestuur binne 'n veilige en gesonde omgewing.

Bergrivier Munisipaliteit, met sy hoofkantoor te Piketberg en ongeveer 1 uur vanaf Kaapstad, beskik tans oor die volgende vakatuur en aansoeke word ingewag van bevoegde persone wat aan die gestelde minimum posvereistes voldoen. (Vroue en persone met gestremdhede word aangemoedig om ook aansoek te doen.)

VAKATURE INTERNE & EKSTERNE AANSOEKE SAL OORWEEG WORD

TREKKER DRYWER: PAAIE EN STORMWATER (PIKETBERG)
DIREKTORAAT: TEGNIESE DIENSTE
VERW: TD73/551/PB

Kwalifikasie: Basiese vaardighede

Ondervinding: 1 jaar ondervinding

Posvereistes: Geldige Kode B-bestuurslisensie met PrDP · Vaardigheid in ten minste twee (2) van die amptelike tale van die Wes-Kaap (Afrikaans/Engels/Xhosa- Lees, Skryf en Praat) · Hoë vlak van verantwoordelikheid · Vermoë om aandag te gee aan detail · Moet fisies fiks en gesond wees · Vereis om in alle weerstoestande te werk · Vereis om buite normale werksure te werk tydens noodgevallen en beplande oortyd · Moet pligte in die hele area van die munisipaliteit verrig wanneer nodig.

Posdoel: Voer take / aktiwiteite uit wat verband hou met algemene instandhouding en herstelwerk aan paaie, stormwater- en dreineringsstelsels deur die bestuur van 'n trekker en vervoer van materiaal / toerusting en personeel na / van werkerterreine.

Sleutelprestasiereas: Voer spesifieke take/aktiwiteite by die Depot uit voor en na voltooiing van instandhoudingsopdragte · Onderneem algemene take en bedryf klein masjinerie en toerusting tydens padwerke, stormwaterdreinerings, padinstandhouding en padmerk en naamborde · Voer spesifieke take uit geassosieer met die bedryf van voertuig / toerusting tydens algemene instandhoudingsaktiwiteite van ontspanningsareas en oop ruimtes · Maak voertuie skoon en sorg vir die berging en versorging van gereedskap en toerusting · Voltooi interne dokumente (logblaai, ens.) en verwante vorms (voertuigkontrolelys)) · Enige ander verwante pligte soos deur die toesighouer versoek.

Die bevoegdheidsvlak vir hierdie pos is 'n vlak 1 soos bepaal in Bylae A van die Munisipale Personeel Regulasies Staatskenningsgewing R890 soos afgekondig in die Staatskoerant 45181 soos gedateer op 20 September 2021 en bestaan uit die volgende bevoegdhede:

Funksionele/ Professionele Bevoegdhede	Bevoegdhede t.o.v Openbare Diensoriëntering	Persoonlike Bevoegdede
<ul style="list-style-type: none">• Operasie-monitoring• Gehaltebeheer Analise• Bedryf en Beheer• Probleemoplossing• Werkplek Veiligheid• Beplanning en Organisering	<ul style="list-style-type: none">• Interpersoonlike Verhoudings• Dienstelewerings-oriëntering• Kommunikasie	<ul style="list-style-type: none">• Aksie Oriëntering• Volharding• Aanspreeklikheid en Etiese gedrag• Leeroriëntering• Impak en Invloed• Spanoriëntering

Salaris:	R 145 464.00 per jaar (T06 van 'n Kategorie 3 Plaaslike Owerheid)
Datum van aanvaarding:	01 September 2023 of so gou as moontlik
Navrae:	Mnr J Strumpher by 022 913 6000

ALGEMEEN:

1. 'n Diensbonus gelykstaande aan een maand se salaris is, waar van toepassing, betaalbaar en word aangevul deur die normale voordele van toepassing op die Munisipaliteit, insluitend 'n behuisingstoelae vir huiseienaars, onderhewig aan sekere voorwaardes.
2. Die Munisipaliteit is 'n gelyke geleentheid werkgewer en eerbiedig die bepalinge van die Wet op Gelyke Indiensneming.
3. Die Munisipaliteit behou die reg voor om nie 'n aanstelling te maak nie.
4. Alle aanstellings is onderworpe aan 'n polisieverklaring wat noodwendig beteken dat applikante toestemming verleen dat dit verkry mag word.
5. Aansoekers wat na die sluitingsdatum ontvang word of nie vergesel van die dokumentasie hieronder genoem nie, sal nie oorweeg word nie.
6. Slegs aansoekers op die kortlys vir onderhoude sal gekontak word. Indien 'n aansoeker binne 6 weke na die sluitingsdatum nog geen terugvoering ontvang het nie, moet aanvaar word dat hul aansoek onsuksesvol was.
7. Gunsverwing by enige raadslid en/of enige lid van die aanstellingskomitee en/of enige personeellid van die Munisipaliteit, is ontoelaatbaar en sal aansoekers onmiddellik diskwalifiseer.
8. Benewens die minimum posvereistes en standplaas hierin gestel, mag daar van posbekleërs verwag word om oortyd- en bystanddiens te verrig, asook om van tyd tot tyd in ander dele van die munisipale gebied diens te lewer, soos vereis.
9. Aanstelling in sekere poste is onderhewig aan 'n sekerheidsklaring en daar sal ook van aansoekers verwag word om 'n onderhoud- en evalueringsproses te deurloop en waar van toepassing, 'n vaktoets af te lê.
10. Die munisipaliteit eerbiedig die bepalinge van die Wet op die Beskerming van Persoonlike Inligting. Met die inhandiging van u informasie en aansoek bevestig u dat die inligting wat u aan ons verskaf korrek is en 'n ware weergawe van u mees onlangse inligting.
11. Voorkeur sal slegs verleen word aan plaaslike kandidate binne Bergrivier area (WC013).
12. Daar sal van suksesvolle kandidate verwag word om 'n dienskontrak, openbaarmaking van voordele en belange en 'n prestasiekontrak (waar van toepassing) met die werkgewer te onderteken.

'n Dekbrief met vermelding van ten minste twee (2) kontakbare verwysings (lynbestuurders, ondergeskiktes of eweknieë), vergesel van die voltooië voorgeskrewe aansoekvorm (op aanvraag verkrygbaar by Tel: 022 913 6000 of op die munisipaliteit se webwerf by www.bergmun.org.za), 'n Curriculum Vitae (maksimum 3 bladsye) en gesertifiseerde afskrifte van die nodige kwalifikasie sertifikate, identiteitsdokument en bestuurderslisensie (**slegs een pos per aansoekvorm**) moet by die **Munisipale Kantore, Piketberg ingedien word of kan gepos word na Posbus 60, Piketberg, 7320 vir die aandag van Me W Terry Thomas**, om haar te bereik teen nie later nie as die sluitingsdatum.

GEEN FAKSE OF ELEKTRONIESE POS SAL AANVAAR WORD NIE.

SLUITINGSDATUM: VRYDAG, 05 MEI 2023 OM 15:00

**ADV. H LINDE
MUNISIPALE BESTUURDER**

MK63/2023

**KERKSTRAAT 13
POSBUS 60
PIKETBERG
7320**