



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. (Women and persons with disabilities are encouraged to also apply.)

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.

VACANCY INTERNAL & EXTERNAL APPLICATIONS WILL BE CONSIDERED

RE-ADVERTISE:

SENIOR SUPERINTENDENT: ELECTRICAL (PIKETBERG)

DIRECTORATE: TECHNICAL SERVICES

REF: TD255/621/PB

Qualification: National Engineering Certificate (Electrical Heavy Current) or N4;
Computer Literacy: MS Office

Experience: 8 Years' experience with at least 3-5 years in supervisory technical position.

Requirements: Trade Test Artisan (Wireman's Licence will be an added advantage) and Registered three phase Installation Tester · Valid Code B Driver's licence (C1 will be an advantage) · Proficiency in at least two (2) of the official languages in the Western Cape (Read, Write & Speak) · High level of responsibility · Good supervision, human relations, interpersonal and communication skills · Ability to give attention to detail · High level of responsibility · 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 electrical duties when required · Must work overtime/ do standby · Must perform duties in the whole area of the municipality when required · Municipal experience will be an added advantage

Job Purpose: Manages, co-ordinates, monitors, controls and evaluates the electrical operations and maintenance services of the Piketberg Areas respectively including the electrical depot, vehicles, tools, spares, equipment, personnel and clients to provide sustainable electricity services to the community with includes the – Maintenance of medium voltage networks · Maintenance of low voltage networks · Maintenance of substations and transformers · Provisioning and maintenance of bulk metering, conventional metering and pre-paid metering · Protection and mentoring of network and systems · Maintenance of municipal building and equipment · Maintenance of communication systems · Maintenance of street lightning · Planning and construction of minor electrical networks

Key Performance Areas: Manages and control the tasks/ activities/ procedures associated with the rendering of electrical operations and maintenance services · Plans, prioritises and schedules electrical project and maintenance work · Co-ordinates and controls tasks/ activities associated with controlling personnel performance, productivity and discipline · Monitors and evaluates progress with regards to repair, construction, installation and maintenance type work (e.g. medium/ low voltage distribution and metering networks, switching stations etc.) · Performs specific administrative tasks/ activities associated with the updating and maintaining records/ information related to the activities/ operations within the Division · Co-ordinates tasks/ activities associated with the implementation of procedures and, monitoring and reporting on sequences/ outcomes to ensure laid down procedures and guidelines associated with the operations of the Unit are implemented, deviations promptly attended to and corrected to enable compliance with statutory and regulatory requirements · Coordinates the purchasing and maintenance of equipment and material to ensure the availability of adequate material and equipment · Report to the Supervisor on issues/ problems encountered whilst performing the prescribed duties attached to the post to ensure timeous resolutions to problems and continuous service delivery · Perform any other related duty as requested by the supervisor

This Competency level for this position is a level 4 as stipulates 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:

Core Professional Competencies	Functional Competencies	Public Service Orientation Competencies	Personal Competencies	Management/ Leadership Competencies
<ul style="list-style-type: none"> • Problem solving • Planning and organizing • Organisational awareness 	<ul style="list-style-type: none"> • Discipline Specific Skills • People Management • Task Management • Work place safety • Budgeting 	<ul style="list-style-type: none"> • Interpersonal Relationships • Communication • Service delivery orientation 	<ul style="list-style-type: none"> • Action & Outcome Orientation • Resilience • Ethics and accountability • Accountability and ethical conduct 	<ul style="list-style-type: none"> • Direction Setting • Impact & Influence • Coaching & Mentoring • Team Orientation

Salary:	R 415 164.00 annually (T13 of a Category 3 Local Authority) plus Essential Motor Scheme and Scare Skills Allowance
Date of acceptance:	01 October 2024 or as soon as possible
Enquiries:	Mr JJ Erasmus at 022 913 6028

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 subjected to police clearings; which means that you give us permission to obtain police clearance, by applying for a position at the Municipality.
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, up to date and correct.
11. Preference will be given to local candidates within the Bergrivier Municipal area (WC013).
12. Successful candidates will be expected to sign a contract of employment, disclosure of benefits and interests and a performance contract (where applicable) with the employer.

A covering letter with at least two contactable references (managers, subordinates or peers), must accompany the completed prescribed application form (available on request at Tel. 022 913 6000 or on the municipality's website www.bergmun.org.za) with certified copies of the necessary qualification certificates and a Curriculum Vitae (Maximum of 3 pages), to reach the **Municipal Offices (Aurora, Eendekuil, Redelinghuys, Piketberg, Porterville & Velddrif) within the municipal area or posted to PO Box 60, Piketberg, 7320 or by courier to 13 Church Street, Piketberg, 7320, for the attention of Mr DF Verhoog, to reach him by no later than the closing date.**

You should note that the Municipality does not accept responsibility for applications that are mailed or sent by courier and are received late or not at all. The onus is still on you to ensure that your application reaches the municipality before the closing date.

NO FAXES OR ELECTRONIC APPLICATIONS WILL BE ACCEPTED.

CLOSING DATE: FRIDAY, 28 JUNE 2024 AT 15:00

**ADV H LINDE
MUNICIPAL MANAGER**

MN 144/2024

**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. (Vroue en persone met gestremdhede word aangemoedig om ook aansoek te doen.)

Bergrivier Munisipaliteit, met sy hoofkantoor te Piketberg en ongeveer 1 uur vanaf Kaapstad, beskik tans oor die volgende vakature en aansoeke word ingewag van bevoegde persone wat aan die gestelde minimum posvereistes voldoen.

VAKATURE INTERNE & EKSTERNE AANSOEKE SAL OORWEEG WORD

HER-ADVERTEER:

SENIOR SUPERINTENDENT: ELEKTRIES (PIKETBERG)

DIREKTORAAT: TEGNIESE DIENSTE

VERW: TD255/621/PB

Kwalifikasie: Nasionale Ingenieursertifikaat (Elektriese Swaarstroom) of N4;
Rekenaargeletterdheid: MS Office

Ondervinding: 8 Jaar ondervinding met ten minste 3-5 jaar in toesighoudende tegniese posisie.

Posvereistes: Vakoets ambagsman (Bedradingslisensie sal 'n bykomende voordeel wees) en Geregistreerde driefase-installasietoetser · Geldige Kode B Bestuurderslisensie (Kode C1 sal voordelig wees) · Vaardigheid in ten minste twee (2) van die amptelike tale in die Wes-Kaap (Lees, Skryf & Praat) · Hoë vlak van verantwoordelikheid · Goeie toesig, menseverhoudings, interpersoonlike en kommunikasievaardighede · Vermoë om aandag te gee tot detail · Hoë vlak van verantwoordelikheid · Moet fisies fiks en bekwaam wees · Vereis om in alle weerstoestande te werk · Vereis om buite normale werksure te werk tydens noodgevalle en beplande oortyd · Moet elektriese pligte verrig wanneer nodig · Moet oortyd werk/bystand doen · Moet pligte in die hele area van die munisipaliteit uitvoer wanneer nodig · Munisipale ondervinding sal 'n bykomende voordeel wees

Posdoel: Bestuur, koördineer, monitor, beheer en evalueer die elektriese bedrywighede en instandhoudingsdienste van die Piketberg-gebiede onderskeidelik, insluitend die elektriese depot, voertuie, gereedskap, onderdele, toerusting, personeel en kliënte om volhoubare elektrisiteitsdienste aan die gemeenskap te verskaf, insluitend die – Instandhouding van mediumspanningnetwerke · Onderhoud van laespanningnetwerke · Onderhoud van substasies en transformators · Voorsiening en instandhouding van grootmaatmeting, konvensionele meting en voorafbetaalde meting · Beskerming en mentorskap van netwerk en stelsels · Onderhoud van munisipale gebou en toerusting · Instandhouding van kommunikasiestelsels · Instandhouding van straatweerlig · Beplanning en konstruksie van klein elektriese netwerke

Sleutel prestasie areas: Bestuur en beheer die take/ aktiwiteite/ prosedures wat verband hou met die lewering van elektriese bedrywighede en instandhoudingsdienste · Beplan, prioriseer en skeduleer elektriese projek- en instandhoudingswerk · Koördineer en beheer take/aktiwiteite wat verband hou met die beheer van personeelprestasie, produktiwiteit en dissipline · Monitors en evalueer vordering met betrekking tot herstel, konstruksie, installering en instandhouding tipe werk (bv. medium/lae spanning verspreiding en meetnetwerke, skakelstasies, ens.) · Voer spesifieke administratiewe take/aktiwiteite uit wat verband hou met die opdatering en instandhouding van rekords/ inligting wat verband hou met die aktiwiteite/bedrywighede binne die Afdeling · Koördineer take/aktiwiteite geassosieer met die implementering van prosedures en, monitering en verslagdoening oor volgordes/uitkomste om te verseker dat neergelegde prosedures en riglyne wat met die werksaamhede van die Eenheid geassosieer word, geïmplementeer word, afwykings stiptelik aandag geniet en reggestel om voldoening aan statutêre en regulatoriese vereistes moontlik te maak · Koördineer die aankoop en instandhouding van toerusting en materiaal om die beskikbaarheid van voldoende materiaal en toerusting te verseker · Rapporteer aan die Toesighouer oor kwessies/probleme wat ondervind word tydens die uitvoering van die voorgeskrewe pligte verbonde aan die pos om betyds te verseker oplossings vir probleme en deurlopende dienslewering · Voer enige ander verwante plig uit soos versoek deur die toesighouer

Die bevoegdheidsvlak vir hierdie pos is 'n vlak 4 soos bepaal in Bylae A van die Munisipale Personeelregulasies Staatskennisgewing R890 soos afgekondig in Staatskoerant 45181 gedateer 20 September 2021 en bestaan uit die volgende bevoegdheede:

Kern Professionele Vaardighede	Funksionele Vaardighede	Staatsdiensoriënteringsbevoegdhede	Persoonlike Vaardighede	Bestuur/ Leierskap Bevoegdhede
<ul style="list-style-type: none"> • Probleemoplossing • Beplanning en organisering • Organisasoriese bewustheid 	<ul style="list-style-type: none"> • Dissipline-spesifieke vaardighede • Mensebestuur • Taakbestuur • Werkplekveiligheid • Begroting 	<ul style="list-style-type: none"> • Interpersoonlike Verhoudings • Kommunikasie • Diensleweringsoriëntasie 	<ul style="list-style-type: none"> • Aksie & Uitkomsoriëntering • Veerkragtigheid • Etiek en aanspreeklikheid • Verantwoordbaarheid en etiese gedrag 	<ul style="list-style-type: none"> • Rigtinginstelling • Impak & Invloed • Afrigting & Mentorskap • Spanorientering

Salaris:	R 415 164.00 per jaar (T13 van 'n Kategorie 3 Plaaslike Owerheid) Plus Essensiële Motorskema en Skaarsvaardigheidstoelaag
Diensaanvaarding:	01 Oktober 2024 of so spoedig moontlik
Navrae:	Mnr JJ Erasmus by 022 913 6028

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 bepalings van die Wet op Gelyke Indiensneming.
3. Die Munisipaliteit behou die reg voor om nie 'n aanstelling te maak nie.
4. Alle aanstellings is onderwerpe aan Polisie klaring wat noodwendig beteken dat applikante toestemming verleen dat dit verkry mag word.
5. Aansoeke wat na die sluitingsdatum ontvang word of nie van die dokumentasie hieronder vergesel word 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 die aansoek onsuksesvol was.
7. Gunswerwing 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 posbekerers 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 vakttoets af te lê.
10. Die munisipaliteit eerbiedig die bepalings 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 verleen word aan plaaslike kandidate binne Bergrivier Munisipale 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 kontakbare verwysings (lynbestuurders, ondergeskiktes of eweknieë), vergesel van die voltooide 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** kan by enige van die **onderskeie Munisipale Kantore (Aurora, Eendekuil, Redelinghuys, Piketberg, Porterville & Velddrif)** binne die munisipale gebied ingehandig word of gepos word na **Posbus 60, Piketberg, 7320** of per koerier na **Kerkstraat 13, Piketberg, 7320**, vir die aandag van **Mr. DF Verhoog**, om hom te bereik teen nie later nie as die sluitingsdatum.

U moet kennis neem dat die Munisipaliteit nie verantwoordelikheid aanvaar vir aansoeke wat gepos of per koerier gestuur word en laat of glad nie ontvang word nie. Die onus berus nog steeds op u om te verseker dat u aansoek die munisipaliteit voor die sluitingsdatum bereik.

GEEN FAKSE OF ELEKTRONIESE POS SAL AANVAAR WORD NIE.

SLUITINGSDATUM: VRYDAG, 28 JUNIE 2024 OM 15:00

**ADV. H LINDE
MUNISIPALE BESTURDER**

MK 144/2024

**KERKSTRAAT 13
POSBUS 60
PIKETBERG
7320**