



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

VACANCY
INTERNAL & EXTERNAL APPLICATIONS WILL BE CONSIDERED

RE-ADVERTISE:
SENIOR SUPERINTENDENT: ELECTRICAL (PIKETBERG)
DIRECTORATE: TECHNICAL SERVICES
REF: TD255/621/PB

Qualifications: National Engineering Diploma (Electrical Heavy Current T3) or N6
Trade Test Artisan with Wireman's License (Registered three phase Installation Tester) NQF level 5;
Computer Literacy (MS Office Applications)

Experience: Five (5) years or more experience in a supervisory technical position required.

Requirements: Code C1 Driver's license · Proficiency in at least 2 of the official languages of the Western Cape (Afrikaans / English / isiXhosa- read, write & speak) · Good supervision, human relations, interpersonal and communication skills · Ability to give attention to detail · High level of responsibility · Required to work in all weather conditions · Must be physically fit and able bodied · Must perform overtime / do standby · Required to work outside normal working hours during emergencies and planned overtime · Must perform electrician duties when required · 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 which 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 monitoring of networks and systems
- Maintenance of municipal buildings and equipment
- Maintenance of communication systems
- Maintenance of street lighting
- 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 control 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 · Any other related duty as requested by the supervisor.

The competency level for this position is a level 4 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.

Core Professional Competencies	Functional Competencies	Public Service Orientation Competencies	Personal Competencies	Management / Leadership Competencies
<ul style="list-style-type: none"> • Problem Solving • Planning and Organising • 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 and Outcome Orientation • Resilience • Ethics and Accountability • Accountability and ethical conduct 	<ul style="list-style-type: none"> • Direct Setting • Impact and Influence • Coaching and mentoring • Team Orientation

Salary:	R 415 164.00 per annum (T13 of a Category 3 Local Authority) plus Essential motor scheme and Scarce Skills Allowance
Date of acceptance:	01 November 2023 or as soon as possible
Enquiries:	Mr D van Turha at 022 913 6085

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 clearance; 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, 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 (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 PO Box 60, Piketberg 7320 for the attention of Mr D Verhoog (Human Resources Officer: Provisioning and Administration)** by no later than the closing date.

NO FAXES OR ELECTRONIC APPLICATIONS WILL BE ACCEPTED.

CLOSING DATE: FRIDAY, 08 SEPTEMBER 2023 AT 15:00

**ADV H LINDE
MUNICIPAL MANAGER**

MN 147/2023

**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 vakature 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

HER-ADVERTEER:
SENIOR SUPERINTENDENT: ELEKTRIES (PIKETBERG)
DIREKTORAAT: TEGNIESE DIENSTE
VERW: TD255/621/PB

Kwalifikasie: Nasionale Ingenieursdiploma (Elektriese Swaarstroom T3) of N6
Ambagsertifikaat met 'n Wireman's License (Geregistreerde driefase- installasietoetsers) NQF Vlak5;
Rekenaargeletterdheid (MS Office-toepassings)

Ondervinding: Vyf (5) jaar of meer ondervinding in 'n toesighoudende tegniese pos

Posvereistes: Kode C1 Bestuurderslisensie · Vaardigheid in ten minste 2 van die amptelike tale van die Wes-Kaap (Afrikaans / Engels / isiXhosa- lees, skryf en praat) · Goeie toesig, menseverhoudinge, interpersoonlike en kommunikasievaardighede · Vermoë om aandag aan detail te gee · Hoë vlak van verantwoordelikheid · Vereis om in alle weersomstandighede te werk · Moet fisies fiks en gesond wees · Moet oortyd verrig / bystand doen · Vereis om buite normale werksure te werk tydens noodgevallen en beplande oortyd · Moet elektrisiteit pligte verrig wanneer nodig · Moet pligte verrig in die hele area van die munisipaliteit wanneer nodig · Munisipale ondervinding sal 'n bykomende voordeel wees.

Posdoel: Bestuur, koördineer, monitor, beheer en evalueer die elektriese dienste en instandhoudingsdienste van onderskeidelik die Piketberg area, insluitend die elektriese depot, voertuie, gereedskap, onderdele, toerusting, personeel en kliënte om volhoubare elektrisiteitsdienste aan die gemeenskap te verskaf wat die volgende insluit:

- Onderhoud van mediumspanningsnetwerke
- Onderhoud van laagspanningsnetwerke
- Onderhoud van substasies en transformators
- Voorsiening en instandhouding van grootmaatmeting, konvensionele meting en voorafbetaalde meting
- Beskerming en monitering van netwerke en stelsels
- Instandhouding van munisipale geboue en toerusting
- Onderhoud van kommunikasiestelsels
- Instandhouding van straatbeligting
- 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 dienste en instandhoudingsdienste · Beplan, prioritiseer en skeduleer elektriese projek en instandhoudingswerk · Koördineer en beheer take / aktiwiteite wat verband hou met die beheer van personeelprestasie, produktiwiteit en dissipline · Monitor en evalueer vordering met betrekking tot herstel, konstruksie, installering en instandhouding tipe werk (bv. Medium / lae spanning verspreiding en netwerke, 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 wat verband hou met die implementering van prosedures en, monitering en verslagdoening oor volgordes / uitkomst om te verseker dat neergelegde prosedures en riglyne wat met die werksaamhede van die Afdeling geassosieer word, geïmplementeer word, afwykings stiptelik aangespreek word en reggestel word 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 tydigte oplossings vir probleme en deurlopende dienslewering te verseker · Enige ander verwante pligte soos deur die toesighouer versoek.

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

Kern Professionele Bevoegdhede	Funksionele Bevoegdhede	Bevoeghede t.o.v Openbare Diensoriëntering	Persoonlike Bevoegdhede	Bestuur / Leierskap Bevoeghede
<ul style="list-style-type: none"> • Probleemoplossing • Beplanning en Organiserings • Organisatoriese Bewustheid 	<ul style="list-style-type: none"> • Dissipline-spesifieke vaardighede • Mensebestuur • Taakbestuur • Werkplekveiligheid • Begroting 	<ul style="list-style-type: none"> • Interpersoonlike Verhoudings • Kommunikasie • Diensteleweringsoriëntering 	<ul style="list-style-type: none"> • Aksie- en Uitkoms-oriëntering • Veerkragtigheid • Etiek en aanspreeklikheid • Verantwoordbaarheid en etiese gedrag 	<ul style="list-style-type: none"> • Impak & Invloed • Spanoriëntering • Rigtingbepaling • Afrigting & Mentorskap

Salaris:	R 415 164.00 per jaar (T13 van 'n Kategorie 3 Plaaslike Owerheid) plus Essensiële Motorskema en Skaarsvaardigheidstoelaag
Diensaanvaarding:	01 November 2023 of so gou moontlik
Navrae:	Mnr D van Turha by 022 913 6023

ALGEMEEN:

1. 'n Diensbonus gelykstaande aan een maand se salaris, 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 onderworpe aan 'n polisieverklaring wat noodwendig beteken dat applikante toestemming verleen dat dit verkry mag word.
5. Aansoeke 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. 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 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 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 (2) kontakbare verwysings (lynbestuurders, ondergeskiktes of eweknieë), vergesel van die voltooid 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 **Mnr. D Verhoog (Menslike Hulpbronbeampte: Voorsiening en Administrasie)**, om hom te bereik teen nie later nie as die sluitingsdatum.

GEEN FAKSE OF ELEKTRONIESE POS SAL AANVAAR WORD NIE.

SLUITINGSDATUM: VRYDAG, 08 SEPTEMBER 2023 OM 15:00

ADV. H LINDE
MUNISIPALE BESTUURDER

MK 147/2023

KERKSTRAAT 13
POSBUS 60
PIKETBERG
7320