



## 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 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**

#### **ASSISTANT SUPERINTENDENT LAW ENFORCEMENT (PIKETBERG)**

#### **DIRECTORATE: COMMUNITY SERVICES**

**Requirements:** Grade 12 · Diploma / Certificate in Law Enforcement · Code B or EB driving license · Basic First Aid Certificate · Proficiency in at least two of the official languages of the Western Cape (Afrikaans/English/Xhosa-Read, Write and Speak) · Good management, human relations, communication and interpersonal skills · Conflict handling skills · Ability to give attention to detail · High level of responsibility · Must be physically fit and able bodied · Must work overtime/shifts/standby duties when required · Must perform duties in the whole area of municipality when required · Three (3) years relevant experiences.

**Key Performance Areas:** Manages the implementation, monitoring, evaluation and reporting sequences of outcomes associated with plans and programmes designed to accomplish key service delivery objectives with respect to law enforcement within the municipal area through the co-ordination of operations associated with law enforcement · Identifies with the road safety strategy and statutory requirements and defines, implements and monitors the short term plans/objectives · Directs and controls the key performance indicator's and outcomes of personnel within the section · Manages and supervises the operational staff · Co-ordinates the implementation of specific plans associated with law enforcement and maintaining law and order · Ensure compliance with National/Provincial and Local legislation and amendments · Implements procedures, systems and controls to regulate specific work and related applications · Disseminates guidance and information on specific key performance areas and requirements associated with law enforcement · Co-ordinates specific administrative and reporting requirements associated with the key performance and result indicators · Any other related duties requested by the supervisor.

<b>Salary:</b>	R 333 504.00 per annum (T12 of a Category 3 Local Authority)
<b>Date of acceptance:</b>	01 March 2022 or as soon as possible
<b>Enquiries:</b>	Mr C Cornelissen 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 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 internal and local candidates within the Bergrivier Municipal area.

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 9136000 or on the municipality's website [www.bergmun.org.za](http://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, 26 NOVEMBER 2021 AT 15:00**

**ADV H LINDE  
MUNICIPAL MANAGER**

**MN 233/2021**

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