



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.

RE-ADVERTISE

VACANCY

INTERNAL & EXTERNAL APPLICATIONS WILL BE CONSIDERED

LAW ENFORCEMENT OFFICERS (PORTERVILLE X1 & VELDDRIF X1)

DIRECTORATE: COMMUNITY SERVICES

Requirements: Grade 12 · Diploma / Certificate in Law Enforcement · Code B 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 human relations, communication and interpersonal skills · Conflict handling skills · 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 · One (1) year relevant experience of the key performance areas.

Key Performance Areas: Performs activities/tasks associated with maintaining law, order, safety and security through the application of laid down policing, protection and disaster management procedures · Attending to processes aimed at ensuring compliance with legislation, municipal by-laws and regulations in order to ensure any action or situation threatening safety is identified and promptly attended to · Monitors the municipal area and attends to specific security operations and acts on situations/behaviour deemed to be inappropriate or non-conforming · Ensure municipal by-laws, appropriate legislation (illegal squatting, water restriction control, public nuisances, keeping of animals, informal trading, advertising regulations, etc.), conditional approvals road traffic and safety regulations · Co-ordinates specific activities associated with controlling traffic flow and public safety · Undertakes specific activities during disasters/emergency and/or establishes and communicates potential risks and hazard situations · Completes specific reports, statutory documentation and registers and performs special tasks · Attends to the application of specific maintenance sequences with respect to equipment and vehicle · Assist with activities to enhance service delivery · Any other related specific duties as requested to the supervisor.

Salary:	R 212 532.00 per annum (T09 of a Category 3 Local Authority)
Date of acceptance:	01 March 2022 or as soon as possible
Enquiries:	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) 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, 28 JANUARY 2022 AT 15:00

**ADV H LINDE
MUNICIPAL MANAGER**

MN 299/2021

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