



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 a 90 minutes' 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**

SENIOR SUPERVISOR: PARKS (PORTERVILLE)
DIRECTORATE: COMMUNITY SERVICES
REF: GD178/221/PV

Qualification: Grade 10 or equivalent technical qualification

Experience: Three (3) – Five (5) years' relevant experience

Requirements: Code C1 driving license with PrDP · Computer Literacy (MS Office) · 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 · Must be physically fit and able bodied · Required to work outside normal working hours during emergencies and planned overtime · Must perform duties in the whole area of the municipality if required · Required to be on standby · Required to work in all weather conditions · Must be prepared to enter confined areas such as manholes, inlets, pipes and culverts

Job Purpose: Performs tasks/activities associated with the maintenance of parks, open spaces, cemeteries, sportsgrounds, caravan parks and swimming pool facilities and supervision and transporting personnel, collecting/delivering materials and communicating and clarifying requirements with respect to parks and cemeteries to ensure service delivery standards are maintained and productivity targets and deadlines achieved

Key Performance Areas: Perform specific tasks/activities at the Depot prior to and on completion of allocated maintenance assignments · Monitors and controls procedural applications associated with the maintenance of parks, cemeteries, sportsgrounds and facilities · Oversight over specific applications associated with the maintenance of public swimming pool · Monitoring the maintenance of sport fields and the cleaning of drainage systems · Co-ordinates and monitors sequences associated with the preparation of burial sites · Supervises and controls the activities of personnel and associated tasks · Perform specific tasks associated with the operation of vehicles (LDV with trailer) during maintenance activities · Co-ordinates specific administrative and reporting requirements · Monitors and supervises utilization, application and maintenance of machinery, equipment, tools and material to ensure optimal work performance · Responsible for the Health and Safety compliance with statutory regulations during tasks which include protocols and procedures in order to minimise any incidents and injuries and to maintain a healthy and safe working environment for all · Skills Development · Responsible to part take in the Municipality's Performance Management and Development System

This Competency Framework for this position is a Facilities Management Competency Level 2 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
- Problem Solving - Planning & Organizing - Organisational Awareness	- Discipline Specific Skills - People Management - Task Management - Workplace Safety - Budgeting	- Interpersonal Relationships - Communication - Services Delivery Orientation	- Action and Outcome Orientation - Resilience and Ethics and Accountability	- Direction Setting - Impact & Influence - Coaching & Mentoring - Team Orientation

Salary:	R 308 736.00 annually (T10 of a Category 3 Local Authority)
Date of acceptance:	01 December 2026 or as soon as possible
Enquiries:	Mr. D Carolissen 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 homeowners 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 SAPS 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 (not older than 6 months) 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 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, 25 SEPTEMBER 2026 AT 15:00

**ADV H LINDE
MUNICIPAL MANAGER**

MN 209/2026

**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 90-minute 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

SENIOR TOESIGHOUER: PARKE (PORTERVILLE)
DIREKTORAAT: GEMEENSKAPSDIENSTE
VERW: GD178/221/PV

Kwalifikasie: Graad 10 of ekwivalente tegniese kwalifikasie

Ondervinding: Drie (3) – Vyf (5) jaar relevante ondervinding

Posvereistes: Kode C1-bestuurslisensie met PrDP · Rekenaargeletterdheid (MS Office) · Vaardigheid in ten minste 2 van die amptelike tale van die Wes-Kaap (Afrikaans / Engels / isiXhosa - Lees, Skryf & Praat) · Goeie toesighoudende-, menseverhoudinge-, interpersoonlike- en kommunikasievaardighede · Vermoë om aandag aan detail te gee · Hoë vlak van verantwoordelikheid · Moet fisies fiks en liggaamlik bekwaam wees · Vereis om buite normale werksure te werk tydens noodgevalle en beplande oortyd · Moet pligte in die hele gebied van die munisipaliteit verrig indien nodig · Vereis om op bystand te wees · Vereis om in alle weersomstandighede te werk · Moet bereid wees om beperkte areas soos mangate, inlate, pype en duikers te betree

Posdoel: Verrig take/aktiwiteite wat verband hou met die instandhouding van parke, oop ruimtes, begraaflase, sportgronde, karavaanparke en swembadfasiliteite en hou toesig oor en vervoer personeel, versamel/aflewer materiaal en kommunikeer en verduidelik vereistes met betrekking tot parke en begraaflase om te verseker dat diensleweringstandaarde gehandhaaf word en produktiwiteitsteikens en sperdatums bereik word

Sleutel prestasie areas: Verrig spesifieke take / aktiwiteite by die Depot voor en na voltooiing van toegekende onderhoudsopdragte · Monitor en beheer prosedurele toepassings wat verband hou met die onderhoud van parke, begraaflase, sportgronde en fasiliteite · Toesighouding oor spesifieke toepassings wat verband hou met die onderhoud van openbare swembaddens · Monitering van die onderhoud van sportvelde en die skoonmaak van dreineringsstelsels · Koördineer en monitor reekse wat verband hou met die voorbereiding van begraaflase · Hou toesig oor en beheer die aktiwiteite van personeel en verwante take · Verrig spesifieke take wat verband hou met die werking van voertuie (LAV met sleepwa) tydens onderhoudsaktiwiteite · Koördineer spesifieke administratiewe en verslagdoeningsvereistes · Monitor en hou toesig oor die gebruik, toepassing en onderhoud van masjinerie, toerusting, gereedskap en materiaal om optimale werksprestasie te verseker · Verantwoordelik vir die nakoming van gesondheid en veiligheid met statutêre regulasies tydens take wat protokolle en prosedures insluit om enige voorvalle en beserings te verminder en 'n gesonde en veilige werksomgewing vir almal te handhaaf · Vaardigheidsontwikkeling · Verantwoordelik om deel te neem aan die Munisipaliteit se Prestasiebestuur- en Ontwikkelingstelsel

Die Bevoegdheidsraamwerk vir hierdie pos is 'n Fasiliteitsbestuur Bevoegdheidsvlak 2 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 bevoegdhede:

Kern Professionele Bevoegdhede	Funksionele Bevoegdhede	Bevoeghede t.o.v Openbare Diensoriëntering	Persoonlike Bevoegdhede	Bestuur / Leierskap Bevoeghede
• Probleemoplossing • Beplanning & Organiserings • Organisatoriese Bewustheid	• Dissipline • Spesifieke Vaardighede • Mensebestuur • Taakbestuur • Werkplekveiligheid • Begroting	• Interpersoonlike Verhoudings • Kommunikasie • Diensteleweringsoriëntering	• Aksie- en uitkomsoriëntering • Volharding • Etiek en Verantwoordingspligtheid	• Rigtingbepaling • Impak & Invloed • Afrigting & Mentorskap • Spanoriëntering

Salaris:	R 308 736.00 per jaar (T11 van 'n Kategorie 3 Plaaslike Owerheid)
Diensaanvaarding:	01 Desember 2026 of so spoedig moontlik
Navrae:	Mnr. D Carolissen 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 SAPD-Uitklaring wat noodwendig beteken dat applikante toestemming verleen dat dit verkry mag word.
5. Aansoeke wat na die sluitingsdatum ontvang word of wat nie vergesel is 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 posbekteers 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 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 verleen word aan 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 (nie ouer as 6 maande) 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 Mnr. 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, 25 SEPTEMBER 2026 OM 15:00

**ADV. H LINDE
MUNISIPALE BESTUURDER**

MK 209/2026

**KERKSTRAAT 13
POSBUS 60
PIKETBERG
7320**