



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

ATTENDANT: ROADS AND STORMWATER (VELDDRIF)

DIRECTORATE: TECHNICAL SERVICES

REF: TD150/551/VD

Qualifications: Basic Literacy

Experience: One (1) year' relevant experience

Requirements: Proficiency in at least two (2) of the official languages of the Western Cape (Afrikaans / English / Xhosa- Read, Write and Speak) · High level of responsibility · Ability to give attention to detail · Must be physically fit and able bodied · Required to work in all weather conditions · Must be prepared to enter confined spaces such as manholes, inlets, pipes and culverts · Required to work outside normal working hours during emergencies and planned overtime · Must perform duties in the whole area of the municipality when required.

Job Purpose: Perform general labouring activities associated with the maintenance and repair work to roads, storm water and drainage systems using hand held tools (spade, pick-axe, wheelbarrow, rake, fork and broom) and compactors, vibrator roller and tar cutter to excavate defined areas, laying of materials and reinforcement products (concrete blocks), cleaning or clearing blockage and removing debris from drainage systems and sweeping sidewalks.

Key Performance Areas: Undertake general labouring tasks and operates small plant and equipment during road-works, storm-water drainage and road maintenance and signage · Undertake specific activities/tasks associated with the process of weed eradication · Clean vehicles and attends to the storage and care of tools and equipment · Undertakes specific activities associated with maintaining the cleanliness of streets and surrounding.

The competency level for this position is a level 1 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:

Functional/ Professional Competencies	Public Service Orientation Competencies	Personal Competencies
<ul style="list-style-type: none"> • Operation Monitoring • Quality Control Analysis • Operation and Control • Troubleshooting • Work Place Safety • Planning and Organising 	<ul style="list-style-type: none"> • Service Delivery Orientation • Interpersonal Relationships • Communication 	<ul style="list-style-type: none"> • Action Orientation • Resilience • Accountability and Ethical Conduct • Learning Orientation • Impact and Influence • Team Orientation

Salary:	R 121 584.00 per annum (T04 of a Category 3 Local Authority)
Date of acceptance:	01 December 2023 or as soon as possible
Enquiries:	Mr. A Petersen at 022 783 1112

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 clearings; 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, correct and up to date.
11. Preference will only be given to local candidates within the Bergrivier Municipal area (WC013).
12. Successful candidates will expected to sign a contract of employment, disclosure of benefits and interest 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 P O Box 60, Piketberg 7320 for the attention of Mr. DF 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, 13 OCTOBER 2023 AT 15:00

**ADV H LINDE
MUNICIPAL MANAGER**

MN 190/2023

**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. (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 vakatuur en aansoeke word ingewag van bevoegde persone wat aan die gestelde minimum posvereistes voldoen.

VAKATURE INTERNE & EKSTERNE AANSOEKE SAL OORWEEG WORD

WERKER: PAAIE EN STORMWATER (VELDDRIF)

DIREKTORAAT: TEGNIESE DIENSTE

VERW: TD150/551/VD

Kwalifikasies: Basiese vaardighede

Ondervinding: Een (1) jaar toepaslike ondervinding

Posvereistes: Bevoegdheid in ten minste twee (2) van die amptelike tale van die Wes-Kaap (Afrikaans / Engels / Xhosa- Lees, Skryf en Praat) · Hoë vlak van verantwoordelikheid · Vermoë om aandag aan detail te gee · Moet fisies fiks en bekwaam wees · Vereis om in alle weerstoestande te werk · Moet bereid wees om beperkte ruimtes soos mangate, inlate, pype en duikers binne te gaan · Vereis om buite normale werksure te werk tydens noodgevalle en beplande oortyd · Moet pligte in die hele area van die munisipaliteit verrig wanneer nodig.

Posdoel: Voer algemene arbeidsaktiwiteite uit wat verband hou met die instandhouding en herstelwerk aan paaie, stormwater en dreineringsstelsels deur gebruik te maak van handgereedskap (graaf, pikbyl, kruit, hark, vork en besem) en kompakteerders, vibratroroller en teersnyer om gedefinieerde areas uit te grawe, lê van materiaal en versterkingsprodukte (betonblokke), skoonmaak of skoonmaak van blokkasies en verwydering van puin van dreineringsstelsels en vee van sypaadjies.

Sleutel prestasie areas: Onderneem algemene arbeidstake en bedryf klein aanleg en toerusting tydens padwerke, stormwaterdreinerings en padinstandhouding en naamborde · Onderneem spesifieke aktiwiteite/take wat verband hou met die proses van onkruiduitroeiing · Maak voertuie skoon en sorg vir die berging en versorging van gereedskap en toerusting · Onderneem spesifieke aktiwiteite wat verband hou met die handhawing van die netheid van strate en omgewing.

Die bevoegdheidsvlak vir hierdie pos is 'n vlak 1 soos bepaal in Bylae A van die Munisipale Personeel Regulasies Staatskennisgewing R890 soos afgekondig in die Staatskoerant 45181 soos gedateer op 20 September 2021 en bestaan uit die volgende bevoegdhede:

Funksionele/ Professionele Bevoegdhede	Bevoegdhede t.o.v Openbare Diensoriëntering	Persoonlike Bevoegdhede
<ul style="list-style-type: none">OperasiemoniteringGehaltebeheer analiseBedryf en beheerProbleemoplossingWerkpleksveiligheidBeplanning en organisering	<ul style="list-style-type: none">Interpersoonlike verhoudingsDienstelewerings-oriënteringKommunikasie	<ul style="list-style-type: none">Aksie oriënteringVolhardingAanspreeklikheid en Etiese gedragLeeroriënteringImpak en invloedSpanoriëntering

Salaries:	R121 584.00 per jaar (T04 van 'n Kategorie 3 Plaaslike Owerheid)
Datum van aanvaarding:	01 Desember 2023 of so gou as moontlik
Navrae:	Mnr A Petersen by 022 783 1112

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 '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 posbekeërs 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 slegs 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 DF 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, 13 OKTOBER 2023 OM 15:00

**ADV. H LINDE
MUNISIPALE BESTUURDER**

MK 190/2023

**KERKSTRAAT 13
POSBUS 60
PIKETBERG
7320**