



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

HANDYMAN: BUILDING MAINTENANCE (PORTERVILLE)

DIRECTORATE: TECHNICAL SERVICES

REF: TD208/091/PV

Qualifications: Basic Literacy / Minimum Grade 10

Experience: One (1) – Two (2) years' relevant experience required preferably in facility maintenance

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 · Required to work outside normal working hours during emergencies and planned overtime · Must perform duties in the whole area of the municipality when required · Must be physically fit and able bodied · Required to work in all weather conditions

Job Purpose: Repairs, maintains, assembles and disassembles equipment. Minor building and fabricating. Uses appropriate tools · Performs tasks associated with the execution of painting work, repairs and renovations to interior/exterior surfaces, fixtures and fittings and plumbing systems of buildings in accordance with laid down requirements. In a safe manner

Key Performance Areas: Repairs defects and/or renovates interior/exterior building surfaces and surroundings · Cleans vehicles and attends to the storage and care of tools and equipment · Maintain neat and clean worksites · Check machinery, equipment, tools and material to ensure optimal work performance · Responsible for 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 · Responsible to participate in the Municipality's Performance Management and Development System

The Competency Framework for this position is a Facilities Management 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:

Core Professional Competencies	Functional Competencies	Public Service Orientation Competencies	Personal Competencies	Management / Leadership Competencies
<ul style="list-style-type: none"> Managing work Planning and organising 	<ul style="list-style-type: none"> Facility specific skills Workplace safety 	<ul style="list-style-type: none"> Interpersonal relationships Communication Service delivery orientation 	<ul style="list-style-type: none"> Action orientation Resilience Change readiness Learning orientation Problem solving Accountability and ethical conduct 	<ul style="list-style-type: none"> Direct setting Impact and influence Coaching and mentoring Team orientation

Salary:	R 145 440.00 per annum (T05 of a Category 3 Local Authority)
Date of acceptance:	01 July 2026 or as soon as possible
Enquiries:	Mr. E Bothma at 022 931 2100

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 SAPD clearings; which means that you give us permission to obtain SAPD 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. **Only applications within the Bergrivier Municipal area (WC013) will be considered.**
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 (no older than 3 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, 10 APRIL 2026 AT 15:00

**ADV H LINDE
MUNICIPAL MANAGER**

MN61/2026

**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

NUTSMAN: GEBOUE-INSTANDHOUDINGSWERK (PORTERVILLE)

DIREKTORAAT: TEGNIESE DIENSTE

VERW: TD208/091/PV

Kwalifikasie: Basiese Geletterdheid / Minimum Graad 10

Ondervinding: Een (1) – Twee (2) jaar relevante ondervinding word verkieslik in fasiliteitsonderhoud vereis

Posvereistes: Vaardigheid in ten minste twee (2) van die amptelike tale van die Wes-Kaap (Afrikaans/Engels/Xhosa - Lees, Skryf, Praat) · Hoë vlak van verantwoordelikheid · Vermoë om aandag aan detail te gee · Vereis om buite normale werksure te werk tydens noodgevalle en beplande oortyd · Moet pligte in die hele gebied van die munisipaliteit verrig wanneer nodig · Moet fisies fiks en liggaamlik bekwaam wees · Vereis om in alle weersomstandighede te werk

Posdoel: Herstel, onderhou, monteer en demonteer toerusting. Klein bouwerk en vervaardiging. Gebruik gepaste gereedskap. Voer take uit wat verband hou met die uitvoering van verfwerk, herstelwerk en opknappings aan binne-/buite-oppervlaktes, toebehore en loodgieterstelsels van geboue in ooreenstemming met neergelegde vereistes. Op 'n veilige manier.

Sleutel prestasie areas: Herstel defekte en/of renoveer binne-/buite-gebouoppervlaktes en omgewing · Maak voertuie skoon en sorg vir die berging en versorging van gereedskap en toerusting · Handhaaf netjiese en skoon werkplekke · Kontroleer masjinerie, toerusting, gereedskap en materiaal om optimale werksprestasie te verseker · Verantwoordelik vir die nakoming van gesondheids- en veiligheidsregulasies tydens take wat protokolle en prosedures insluit om enige voorvalle en beserings te verminder en om 'n gesonde en veilige werksomgewing vir almal te handhaaf · Verantwoordelik om deel te neem aan die Munisipaliteit se Prestasiebestuur- en Ontwikkelingstelsels

Die Bevoegdheidsvlak vir hierdie pos is 'n Fasiliteitsbestuur Vlak 1 soos bepaal in Aanhangsel A van die Munisipale Personeelregulasies, Goewermentskennisgewing R890, soos afgekondig in Staatskoerant 45181, gedateer 20 September 2021, en bestaan uit die volgende bevoegdhede.

Kern Professionele Bevoegdhede	Funksionele Bevoegdhede	Bevoegdhede t.o.v Openbare Diensoriëntering	Persoonlike Bevoegdhede	Bestuur Leierskap Bevoegdhede /
<ul style="list-style-type: none"> Werkbestuur Beplanning en organisering 	<ul style="list-style-type: none"> Fasiliteitspesifieke vaardighede Werkplekveiligheid 	<ul style="list-style-type: none"> Interpersoonlike verhoudings Kommunikasie Diensleweringsoriëntasie 	<ul style="list-style-type: none"> Aksie-oriëntasie Veerkragtigheid Veranderingsgereedheid Leer-oriëntasie Probleemoplossing Verantwoordbaarheid en etiese gedrag 	<ul style="list-style-type: none"> Direkte omgewing Impak en invloed Afrigting en mentorskap Spanoriëntasie

Salaris:	R 145 440.00 per jaar (T05 van 'n Kategorie 3 Plaaslike Owerheid)
Diensaanvaarding:	01 Julie 2026 of so spoedig moontlik
Navrae:	Mr. E Bothma at 022 931 2100

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 SAPS-verklaring 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. 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 posbektelers 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 sekerheidsverklaring 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. **Slegs aansoeke vanuit Bergrivier Munisipale area (WC013) sal oorweeg word.**
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 voltooide 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 3 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 Mr. 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, 10 APRIL 2026 OM 15:00

**ADV. H LINDE
MUNISIPALE BESTUURDER**

MK61/2026

**KERKSTRAAT 13
POSBUS 60
PIKETBERG
7320**