



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**

FOREPERSON: ROADS & STORMWATER (PIKETBERG)

DIRECTORATE: TECHNICAL SERVICES

REF: TD29/551/PB

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 – MS Word / Excel) · 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 work in all weather conditions · Must be prepared to enter confined areas such as manholes, inlets, pipes and culverts

Job Purpose: Co-ordinates the operations of the roads and stormwater depot, inclusive of monitoring and implementing procedures, establishing resource requirements, scheduling maintenance programmes and evaluating outcomes, monitoring and attending to deviations in productivity and performance and attending to specific administrative and information reporting requirements and processes

Key Performance Areas: Co-ordinates tasks / activities associated with the implementation of procedures and monitoring and reporting on sequences / outcomes · Schedules roads and stormwater projects and maintenance work as directed · Co-ordinates tasks / activities associated with personnel performance, productivity and discipline · Monitors and evaluates progress with regards to repair, construction, installation and maintenance type work (construction of asphalt/gravel roads, installation of underground pipelines, kerb-laying, lines and signs, etc.) · Performs specific administrative tasks / activities associated with the updating and maintaining records / information related to the activities / operations at the Depot · 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 Supervisor / Foreman 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 Ethics and Accountability	• Direction Setting • Impact & Influence • Coaching & Mentoring • Team Orientation

Salary:	R 364 464.00 annually (T11 of a Category 3 Local Authority)
Date of acceptance:	01 December 2026 or as soon as possible
Enquiries:	Mr. E Witbooi 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, 16 OCTOBER 2026 AT 15:00

**ADV H LINDE
MUNICIPAL MANAGER**

MN239/2026

**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

VOORPERSOON: PAAIE & STORMWATER (PIKETBERG)
DIREKTORAAT: TEGNIESE DIENSTE
VERW: TD29/551/PB

Kwalifikasie: Graad 10 of ekwivalente tegniese kwalifikasie

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

Posvereistes: Kode C1 bestuurslisensie met PrDP · Rekenaarvaardigheid (MS Office – MS Word / Excel) · Vaardigheid in minstens 2 van die amptelike tale van die Wes-Kaap (Afrikaans/Engels/isiXhosa - Lees, Skryf & Praat) · Goeie toesig, menslike verhoudings, interpersoonlike en kommunikasievaardighede · Vermoë om aandag aan detail te gee · Hoë vlak van verantwoordelikheid · Moet fisies fiks en gesond wees · Vereis om buite normale werkkure te werk tydens noodsituasies en beplande oortyd · Moet pligte in die hele munisipale area verrig indien nodig · Vereis om in alle weersomstandighede te werk · Moet bereid wees om beperkte areas soos mangate, inlate, pype en duikers te betree

Posdoel: Koördineer die bedrywighede van die paaie- en stormwaterdepot, insluitend die monitering en implementering van prosedures, die vasstelling van hulpbronnevereistes, die beplanning van instandhoudingsprogramme en die beoordeling van uitkomst, die monitering en aanspreek van afwykings in produktiwiteit en prestasie, en die aanspreek van spesifieke administratiewe en inligtingsverslaagvereistes en prosesse

Sleutel prestasie areas: Koördineer take/aktiwiteite wat verband hou met die implementering van prosedures en die monitering en rapporteer van reekse/uitslae · Skeduleer paaie- en stormwaterprojekte en instandhoudingswerk soos aangedui · Koördineer take/aktiwiteite wat verband hou met personeel se prestasie, produktiwiteit en dissipline · Moniteer en evalueer vordering met betrekking tot herstel-, konstruksie-, installasie- en instandhoudingswerk (bou van asfalt-/gravelpaaie, installering van ondergrondse pype, kerblaying, lyne en tekens, ens.) · Voer spesifieke administratiewe take/aktiwiteite uit wat verband hou met die opdatering en instandhouding van rekords/inligting rakende die aktiwiteite/bedrywighede by die Depot · Verantwoordelik vir die nakoming van Gesondheid en Veiligheid volgens wetlike 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 Toesighouer/Voorman 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 364 464.00 per jaar (T11 van 'n Kategorie 3 Plaaslike Owerheid)
Diensaanvaarding:	01 Desember 2026 of so spoedig moontlik
Navrae:	Mnr. E Witbooi 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 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 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. Gunswerwing by enige raadslid en/of enige lid van die aanstellingskomitee en/of enige personeelid van die Munisipaliteit, is ontoelaatbaar en sal aansoekers onmiddellik diskwalifiseer.
8. Benewens die minimum posvereistes en standplaas hierin gestel, mag daar van posbekteërs 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 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. **Voorkeur sal verleen word aan kandidate binne Bergrivier Munisipale area (WC013).**
12. Daar sal van suksessvolle 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 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, 16 OKTOBER 2026 OM 15:00

**ADV. H LINDE
MUNISIPALE BESTUURDER**

MK239/2026

**KERKSTRAAT 13
POSBUS 60
PIKETBERG
7320**