



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 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. (Women and persons with disabilities are encouraged to also apply.)

VACANCY
INTERNAL & EXTERNAL APPLICATIONS WILL BE CONSIDERED

ATTENDANT: WATER & SEWAGE (VELDDRIF)

DIRECTORATE: TECHNICAL SERVICES

REF: TD127/511/VD

Qualifications: Basic Literacy

Experience: One (1) year relevant experience

Requirements: Proficiency in at least two 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 areas 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 municipality when required.

Job Purpose: Performs labouring activities associated with routine water purification plant cleaning and maintenance (and provides labouring support in connection with specific sewerage plant maintenance / cleaning activities required), conducting samples and / or reading meters through the application of specific procedures and attending to the removal and disposal of debris from components in accordance with laid down instructions.

Key Performance Areas: Undertakes general labouring tasks associated with routine water / sewage purification plant maintenance in accordance with laid down procedures and instructions · Cleans and attends to the storage and care of tools and equipment · Undertakes specific activities associated with maintaining and cleaning the plant and surroundings.

The competency level for this position is a level 1 as stipulates in Annexure A of the Municipal Staff Regulations as promulgated Notice R890 in Government Gazette 45181 dated 20 September 2021 and comprises of the following competencies:

Functional/ Professional Competencies	Personal Competencies	Personal Competencies
<ul style="list-style-type: none"> • Managing work • Work place safety • Task accountability • Quality orientation • Oral communication 	<ul style="list-style-type: none"> • Services 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 July 2024 or as soon as possible
Enquiries:	Mr J Breunissen 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 subject to Police 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. **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 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 **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, 03 MAY 2024 AT 15:00

**ADV H LINDE
MUNICIPAL MANAGER**

MN115 /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.

Bergrivier Munisipaliteit, met sy hoofkantoor te Piketberg en ongeveer 1 uur 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**

WERKER: WATER & RIOOL (VELDDRIF)

DIREKTORAAT: TEGNIESE DIENSTE

VERW: TD127/511/VD

Kwalifikasies: Basiese vaardighede

Ondervinding: Een (1) jaar toepaslike ondervinding

Posvereistes: Vaardigheid in ten minste twee 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 te werk in alle weerstoestande · Moet bereid wees om beperkte gebiede 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 uitvoer wanneer dit nodig is.

Posdoel: Voer arbeidaktiwiteite uit wat verband hou met roetine-watersuiweringsaanlegskoonmaak en -instandhouding (en verskaf arbeidondersteuning in verband met spesifieke rioolaanleginstandhouding/skoonmaakaktiwiteite wat benodig word), neem monsters en/of lees meters deur die toepassing van spesifieke prosedures en sorg vir die verwydering en wegdoening van rommel van komponente in ooreenstemming met neergelegde instruksies.

Sleutel prestasie areas: Onderneem algemene arbeidstake wat verband hou met roetine-instandhouding van water-/rioolsuiweringsaanleg ooreenkomstig vasgestelde prosedures en instruksies · Maak skoon en sorg vir die berging en versorging van gereedskap en toerusting · Onderneem spesifieke aktiwiteite wat verband hou met die instandhouding en skoonmaak van die aanleg en omgewing.

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

Funksionele Bevoegdhede	Bevoegdhede t.o.v Openbare Diensoriëntering	Persoonlike Bevoegdhede
<ul style="list-style-type: none">• Bestuur van werk• Werkpleksveiligheid• Taak verantwoordelikheid• Kwaliteit-oriëntering• Mondelinge kommunikasie	<ul style="list-style-type: none">• Diensleweringsooriëntering• Interpersoonlike verhoudings• Kommunikasie	<ul style="list-style-type: none">• Aksie-oriëntering• Volharding• Aanspreeklikheid en etiese gedrag• Leeroriëntering• Impak en Invloed• Spanoriëntering

Salaris:	R121 584.00 per jaar (T04 van 'n Kategorie 3 Plaaslike Owerheid)
Diensaanvaarding:	01 Julie 2024 of so gou as moontlik
Navrae:	Mnr J Breunissen by 022 913 6000

ALGEMEEN:

1. 'n Diensbonus gelykstaande aan een maand se salaris is, waar van toepassing, sal betaalbaar wees 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 polisieklaring 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 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 sekerheidsklaring en daar sal ook van aansoekers verwag word om 'n onderhoud- en evalueringsproses te deurloop en waar van toepassing, 'n vakoets 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 onlangse inligting.
11. **SLEGS AANSOEKE VANUIT DIE BERGRIVIER MUNISIPALE AREA (WC013) SAL OORWEEG WORD.**
12. Daar sal van suksesvolle kandidate verwag word om 'n dienskontrak, operbaarmaking van voordele en belange en 'n prestasiekontrak (waar van toepassing) met die werkgewer 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**) 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, 03 MEI 2024 OM 15:00

**ADV. H LINDE
MUNISIPALE BESTUURDER**

MK115 /2024

**KERKSTRAAT 13
POSBUS 60
PIKETBERG
7320**