



## 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 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.

### DIRECTORATE: TECHNICAL SERVICES (Piketberg, unless stated otherwise)

#### **FOREPERSON: ALL SERVICES (AURORA)**

**Requirements:** Grade 10 · Valid Code C1 driver's licence with PRDP · 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 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 · Required to do stand by duties · Must perform duties in the whole area of the municipality when required · Two (2) years relevant experience.

#### **Key Performance Areas:**

##### **Performs supervisory tasks/activities within the Aurora Area associated with:**

- Civil Services maintenance and repair work (roads, sport grounds, open spaces, cemeteries, water-, storm water- and sewage systems, refuse removal) by overseeing and/or participating as maintenance team, maintaining the water- and sewerage reticulation networks, using cleaning devices to clear sewerage blockages and remove debris from drainage systems ; and
- Overall cleaning and refuse removal activities.

**Salary:** R 231 204.00 per annum (T10 of a Category 3 Local Authority)

**Date of acceptance:** 01 January 2021

**Enquiries:** Mr A Petersen 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 subjected to Police clearings; which means that you give us permission to obtain Police 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.

A covering letter with three contactable references, must accompany the completed prescribed application form (available on request at Tel. 022 9136000 or on the municipality's website [www.bergmun.org.za](http://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 Ms W Terry Thomas (Human Resources Officer: Provisioning and Administration)** by no later than the closing date.

**NO FAXES OR ELECTRONIC APPLICATIONS WILL BE ACCEPTED.**

**CLOSING DATE: FRIDAY, 04 SEPTEMBER 2020 AT 15:00**

**ADV H LINDE  
MUNICIPAL MANAGER**

**MK144 /2020**

**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 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.

**DIREKTORAAT: TEGNIESE DIENSTE**  
**(Piketberg, unless stated otherwise)**

### **VOORPERSOON: ALLE DIENSTE (AURORA)**

**Posvereistes:** Graad 10 · Kode C1 bestuurderslisensie met Professionele Bestuurspermit · Bevoegdheid 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 te gee aan fynere besonderhede · Bereid wees om in enige werksomstandighede te werk · Moet bereid wees om areas te betree soos mangate, rioolpype · Word verlang om buite normale werksure te werk tydens noodgevalle en beplande oortyd · Word verlang om bystand pligte te verrig · Moet take verrig in enige area van die munisipaliteit · Twee (2) jaar toepaslike ervaring.

#### **Sleutelprestasiereas:**

**Handhaaf spesifieke siviele toesighoudende pligte/take in enige area van Aurora wat verband hou met:**

- Instandhouding en herstelwerk (paaie, sportterreine, oop ruimtes, begraafplase, water-, stormwater- en rioolstelsels, vullisverwydering) deur toesighoudende take te verrig in 'n span, die gebruik van skoonmaakapparate om blokkasies in dreineringsstelsels te verwyder
- Algehele skoonmaak- en vullisverwyderingsaktiwiteite.

**Salaris:** R 231 204.00 per jaar (T10 van 'n Kategorie 3 Plaaslike Owerheid)

**Datum van aanvaarding:** 01 Januarie 2021

**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, met begrip van '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. 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 posbekteërs ver wag 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 ver wag word om 'n onderhoud- en evalueringproses te deurloop en waar van toepassing, 'n vaktoets af te lê.

'n Dekbrief met vermelding van ten minste drie kontakbare verwysings, 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](http://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 Me W Terry Thomas**, om haar te bereik teen nie later nie as die sluitingsdatum.

**GEEN FAKSE OF ELEKTRONIESE POS SAL AANVAAR WORD NIE.**

**SLUITINGSDATUM : VRYDAG, 04 SEPTEMBER OM 15:00**

**ADV. H LINDE**  
**MUNISIPALE BESTUURDER**

**MK144 /2020**

**KERKSTRAAT 13**  
**POSBUS 60**  
**PIKETBERG**  
**7320**