



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 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.

VACANCY
INTERNAL & EXTERNAL APPLICATIONS WILL BE CONSIDERED

SENIOR SUPERINTENDENT: CIVIL SERVICE (PV)
DIRECTORATE: TECHNICAL SERVICES
REF: TD192/551/PV

Qualification: Technical/Professional qualification in Civil Engineering Field

Experience: 3 – 5 years' relevant experience

Requirements: Code B Driving License · Computer Literacy MS Office · Proficiency in at least 2 of the official languages of the Western Cape (Afrikaans/English/Xhosa - Read, Write and Speak) · High level of responsibility and ability to give attention to detail · Good supervision, management, human relations, interpersonal and communication Skills.

Job Purpose: Supervises and controls the rendering, operations and maintenance of the following civil services within the Porterville, Eendekuil and Redelinghuys Area respectively:

- Roads and storm water
- Water
- Technical Stores
- Sewerage
- Refuse Services
- Municipal Buildings

Key Performance Areas: Supervises and controls the rendering of civil services with the regard to the operations and maintenance of roads, storm water, sewerage and waste management services as well as ancillary maintenance work regarding municipal building facilities through the implementation of procedures and monitoring and reporting on sequences/outcomes. Plans, prioritizes and schedules civil services projects (roads, water, storm-water, sewerage, waste management, etc.) and ancillary maintenance works (municipal buildings etc.) · Co-ordinates and controls tasks/ activities associated with controlling personnel performance, productivity and discipline · Monitors and evaluates progress with regards to operation and maintenance services regarding infrastructure (roads, water, storm-water, sewerage, waste management, etc.) and ancillary maintenance works (municipal buildings etc.) provided within the area to ensure cost effectiveness and sustainable services to the community · Performs specific administrative tasks/activities associated with the updating and maintaining records/ information related to the activities/ operations at the Depot · Coordinates the purchasing and maintenance of equipment and material to ensure the availability of adequate materials and equipment · Responsible for Health and Safety compliance with statutory regulations during tasks which include protocols and procedures in order to minimize any accident, and injuries and to maintain a healthy and safe working environment for all · Responsible to part take in the Municipality's Performance Management and Development System.

This Competency Framework for this position is an Supervisor/Foreman Level 3 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"> • Organisational Awareness • Problem Solving • Planning and Organising 	<ul style="list-style-type: none"> • Discipline Specific Skills • People Management • Task Management • Workplace Safety • Budgeting 	<ul style="list-style-type: none"> • Interpersonal Relationships • Communication • Service delivery orientation 	<ul style="list-style-type: none"> • Action and outcome Orientation • Resilience • Ethics and Accountability 	<ul style="list-style-type: none"> • Direction setting • Coaching & mentoring • Impact & influence • Team Orientation

Salary:	R 410 724.00 per annum (T12 of a Category 3 Local Authority) Plus Essential Motor Scheme
Date of acceptance:	01 September 2026 or as soon as possible
Enquiries:	Mr E Witbooi at 022 913 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 clearance; which means that by applying for a position at the Municipality, you give us permission to obtain 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 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 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 (not 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, 12 JUNE 2026 AT 15:00

**ADV H LINDE
MUNICIPAL MANAGER**

MN116/2026

**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. (Vroue en persone met gestremdhede word aangemoedig om ook aansoek te doen.)

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.

VAKATURE INTERNE & EKSTERNE AANSOEKE SAL OORWEEG WORD

SENIOR SUPERINTENDENT: SIVIELE DIENSTE (PV)
DIREKTORAAT: TEGNIESE DIENSTE
VERW: TD192/551/PV

Kwalifikasie: Tegniese/Professionele kwalifikasie in die veld van siviele ingenieurswese

Ondervinding: 3 – 5 jaar relevante ervaring

Posvereistes: Kode B Bestuurderslisensie · Rekenaarvaardigheid MS Office · Bekwaamheid in ten minste 2 van die amptelike tale van die Wes-Kaap (Afrikaans/Engels/Xhosa - Lees, Skryf en Praat) · Hoë vlak van verantwoordelikheid en vermoë om aandag aan detail te gee · Goeie toesig, bestuur, menslike verhoudings, interpersoonlike en kommunikasievaardighede.

Posdoel: Toesig hou oor en beheer die lewering, bedrywighede en instandhouding van die volgende siviele dienste binne die Porterville-, Eendekuil- en Redelinghuys-gebied onderskeidelik:

- Paaie en stormwater
- Water
- Tegniese Stoor
- Riool
- Vullisdienste
- Munisipale Geboue

Sleutel prestasie areas: Moniteer en beheer die lewering van siviele dienste met betrekking tot die werking en instandhouding van paaie, stormwater, rioolsuiwering en afvalbestuursdienste, sowel as bykomende instandhoudingswerk rakende munisipale geboueriewe deur die implementering van prosedures en die monitering en verslagdoening oor volgordes/uitslae. Beplan, prioriteer en skeduleer siviele diensprojekte (strate, water, stormwater, riool, afvalbestuur, ensovoorts) en bykomende instandhoudingswerke (munisipale geboue, ensovoorts) · Koördineer en beheer take/aktiwiteite wat verband hou met die beheer van personeel se prestasie, produktiwiteit en dissipline · Monitor en evalueer vordering rakende bedryf en instandhoudingsdienste met betrekking tot infrastruktuur (strate, water, stormwater, riool, afvalbestuur, ensovoorts) en bykomende instandhoudingswerke (munisipale geboue, ensovoorts) wat binne die area voorsien word om kostedoeltreffendheid en volhoubare dienste aan die gemeenskap te verseker · Voer spesifieke administratiewe take/aktiwiteite uit wat verband hou met die opdatering en instandhouding van rekords/inligting wat verband hou met die aktiwiteite/operasies by die Depot · Koördineer die aankoop en instandhouding van toerusting en materiaal om die beskikbaarheid van voldoende materiale en toerusting te verseker · Verantwoordelik vir Gesondheid en Veiligheid-nakoming volgens wetlike regulasies tydens take wat protokolle en prosedures insluit om enige ongeluk en beserings te minimaliseer, en om 'n gesonde en veilige werksomgewing vir almal te handhaaf · Verantwoordelik om deel te neem aan die Munisipaliteit se Prestasiebestuur- en Ontwikkelingstelsel.

Hierdie Bevoegdheidsraamwerk vir hierdie pos is 'n Toesighouer/Voorman Vlak 3 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	Bevoegdhede t.o.v Openbare Diensoriëntering	Persoonlike Bevoegdhede	Bestuur / Leierskap Bevoegdhede
<ul style="list-style-type: none"> • Organisasoriese Bewussyn • Probleemoplossing • Beplanning en Organisering 	<ul style="list-style-type: none"> • Dissipline Spesifieke Vaardighede • Mensebestuur • Taakbestuur • Werksplekveiligheid • Begroting 	<ul style="list-style-type: none"> • Interpersoonlike Verhoudings • Kommunikasie • Dienslewering oriëntasie 	<ul style="list-style-type: none"> • Aksie-en uitkomsgeoriënteerdheid • Veerkragtigheid • Etiek & aanspreeklikheid 	<ul style="list-style-type: none"> • Rigtingsbepaling • Afrigting & mentorskap • Impak & invloed • Spanoriëntasie

Salaris:	R410 724.00 per jaar (T12 van 'n Kategorie 3 Plaaslike Owerheid) Plus Essensiële Motor Skema
Diensaanvaarding:	01 September 2026 of so spoedig moontlik
Navrae:	Mnr E Witbooi by 022 913 2100

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 Polisie klaring 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 posbekeleers 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 evalueringproses te deurloop en waar van toepassing, 'n vakoets 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 aan plaaslike kandidate binne Bergrivier Munisipale area (WC013) verleen 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 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 (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, 12 JUNE 2026 OM 15:00

ADV. H LINDE
MUNISIPALE BESTUURDER

MK116/2026

KERKSTRAAT 13
POSBUS 60
PIKETBERG
7320