



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 vacancies and awaits applications from competent persons who comply with the minimum job requirements.

DIRECTORATE: TECHNICAL SERVICES (Piketberg, unless stated otherwise)

1. SPECIAL WORKER (VELDDRIF)

Requirements: Grade 10 · Kode B Driver's licence · Proficiency in at least two (2) of the official languages of the Western Cape (Afrikaans/English/Xhosa - Speak, Read and Write) · High level of responsibility · Ability to give attention to detail · Human relations, interpersonal and communication skills · One year relevant experience in the key performance areas.

Key Performance Areas: Performs specific electrical activities supporting the immediate superior during major and minor installation, maintenance and repair works, communicating and guiding personnel on specific sequences on site and conducting inspections of electrical system network and structures to support maintenance planning and repair requirements · Inspects and reports on the condition of electrical reticulation systems and support structures by · Performs activities associated with the construction and installations of medium/low voltage electrical networks · Performs activities and sequences associated with maintaining the functionality of medium/ low voltage electrical reticulation and lighting systems · Co-ordinates and controls tasks/activities associated with controlling personnel performance, productivity and discipline by monitoring attendance/conduct and output and addressing deviations from agreed performance indicators through meetings/counseling and/or other approved methods designed to improve and motivate personnel · Any other related duty as requested by the supervisor.

Salary: R140 302-00 annually (T08 of a Category 3 Local Authority)

Date of acceptance: 01 August 2016 or as soon as possible

Enquiries: Mr N Rossouw 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 applicants will be subjected to police clearance with the consent of the applicant.
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. 022 913 6000 or on the municipality's website www.bergmun.org.za) with certified copies of the necessary qualification certificates and a Curriculum Vitae, to reach the **Municipal offices, Piketberg** or mailed to **P.O. Box 60, Piketberg 7320** for the attention of Ms AG Louw (Manager: Human Resources) by no later than the closing date. **No faxes or electronic mail will be accepted.**

CLOSING DATE: 15:30 ON FRIDAY, 01 JULY 2016

**ADV H LINDE
MUNICIPAL MANAGER**

MK118/2016

**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 vakatures en aansoeke word ingewag van bevoegde persone wat aan die gestelde minimum posvereistes voldoen.

TEGNIESE DIENSTE (Standplaas Piketberg, tensy anders gemeld)

1. SPESIALE WERKER (VELDDRIF)

Posvereistes: Graad 10 · Kode EC Bestuurderslisensie · Bevoegdheid in ten minste twee van die amptelike tale van die Wes-Kaap (Afrikaans/Engels/Xhosa - Skryf, lees en praat) · Hoë vlak van verantwoordelikheid · Vermoë om op fynere besonderhede te let · Menslike verhoudings, interpersoonlike en kommunikasie vaardighede · Een (1) jaar relevante ondervinding in die sleutel prestasie areas.

Sleutel prestasie areas: Uitvoer van spesifieke elektriese aktiwiteite om ondersteuning aan die onmiddellike toesighouer te bied vir alle installasies, instandhouding en herstelwerk, kommunikeer en verskaf leiding aan personeel. Die gereelde inspektering van die elektriese netwerke en strukture ter ondersteuning vir tydige herstel en onderhoud werk. Inspekteer en verslagdoening aan onmiddellike toesighouer in verband met die toestand van die elektriese retikulasie- en ondersteuningstelsel. Uitvoer van take wat verband hou met die konstruksie, installasie en onderhoud van medium/laag spanning elektriese netwerke, retikulasie- en beligtingsisteme. Koördineer en beheer take wat verband hou met personeel prestasie, produktiwiteit en dissipline deur die bywoning van personeel te monitor en te verseker dat prestasie doelwitte bereik word. Enige ander relevante take soos versoek deur die toesighouer.

Salaris: R140 302.00 per jaar (T08 van 'n Kategorie 3 Plaaslike Owerheid)

Diensaanvaarding: 01 Augustus 2016 so spoedig moontlik

Navrae: Mnr N Rossouw 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, met inbegrip 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 onderwerpe 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 van die dokumentasie hieronder vergesel word 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 die 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 posbekeleërs 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.

'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), '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 AG Louw (Bestuurder: Menslike Hulpbrondienste), om haar te bereik nie later nie as die sluitingsdatum. Geen fakse of elektroniese pos sal aanvaar word nie.

SLUITINGSDATUM VIR ALLE AANSOEKE: VRYDAG, 01 JULIE 2016 OM 15:30

ADV. H LINDE
MUNISIPALE BESTUURDER

MK118/2016

KERKSTRAAT 13
POSBUS 60
PIKETBERG
7320