

## EXTERNAL CIRCULATION

**DIRECTORATE: CIVIL ENGINEERING SERVICES**

**POST DESIGNATION: SENIOR SUPERVISOR DRIVER: SEWERAGE (UNIONDALE/HaarLEM)**

**PERMANENT APPOINTMENT**

**WC0444943**

**REFERENCE: CIV2645681**

**Salary** : R 224 076 – R 290 856 per annum T8  
**Additional Service Benefits** : Medical Aid, Pension, Housing Allowance (subject to prescribed requirements), 13th Cheque and Group Life Insurance

### MINIMUM REQUIREMENTS:

- Grade 10 or equivalent technical qualification
- 3-5 years' relevant experience
- Code C1 drivers license with PrDP
- Basic Computer Literacy: MS Word / Excel

### PREFERRED REQUIREMENT:

- Basic First Aid course to be completed within a specified time as determined by employer

### COMPETENCIES:

- **Core Professional Competencies** – Problem Solving, Planning and Organising, Organisational Awareness
- **Functional Competencies** - Discipline Specific Skills, People Management, Task Management, Work Place Safety, Budgeting
- **Public Service Orientation Competencies** - Interpersonal Relationships, Communication, Service Delivery Orientation
- **Personal Competencies** - Action and outcome orientation, Resilience, Ethics and Accountability
- **Management / Leadership Competencies** - Direction Setting, Impact and Influence, Coaching and Mentoring, Team Orientation

### KEY PERFORMANCE AREAS:

- Ensure that mechanisms are used to trace and open sewerage blockages.
- Ensure that all sewerage related work is carried out to specification.
- Ensure that activities are executed in accordance with laid down instructions and guidelines.
- Ensure that instructions and departmental procedures are complied with and Occupational Health and Safety requirements are adhered to.
- Ensure that safety measures are applied during sewer related operations.
- Ensure that details of activities are accurately recorded to enable processing of personnel, time and material allocation.
- Establish and maintain a positive channel of communication with colleagues and the public.
- Ensure that proper supervision is exercised over subordinate staff and that personnel related issues are addressed.
- Ensure that proper record is submitted of all administrative requirements for record and billing purposes.

### **SPECIAL CONDITIONS ATTACHED TO THE POST**

- Ability to communicate in two of the official languages of the Western Cape
- Must be willing to work overtime and after normal office hours
- Must be willing to work in adverse weather conditions

**ENQUIRIES: MR LEON GEYER (044 - 801 9346)**

### **INSTRUCTIONS TO APPLICANTS**

Applicants must submit a formal application form with all fields completed and a comprehensive CV, certified copies (not older than 6 months) of relevant qualifications, identity document and driver's license, if applicable. Applications must be submitted **electronically** preferably as one PDF document to [recruitment@george.gov.za](mailto:recruitment@george.gov.za). Application forms can be obtained from the Municipal website, [www.george.gov.za](http://www.george.gov.za) and must reach the Human Resource Department on or before **27 July 2023** at 12:00pm. **Applicants must clearly state the reference number and position title in the subject line of the email.**

**Only electronic applications will be accepted.**

#### **Disqualification:**

**Please note that the following will lead to disqualification:**

- Non-submission of required documents or submission of fraudulent documents.
- Canvassing of Councillors and/or officials.
- Non-adherence to the instructions on the advertisement.

**NB:** Please note, where necessary, shortlisted candidates will be subjected to a screening and vetting process. By applying for this position, candidates agree to background checks being performed which will include reference and other relevant checks.

**The Municipality reserves the right not to make an appointment.**

Should you not hear from us within 3 months of the closing date, kindly regard your application as being unsuccessful.

George Municipality is an equal opportunity employer which subscribes to the principle of affirmative action and Employment Equity. Preference will be given to applicants from the designated/under-represented groups.

The appointment will be subject to the need for signing of an employment contract and, where applicable, a performance agreement and disclosure of benefits and interest.

**CLOSING DATE: 27 July 2023**

## SIJIKELIZISWA NGAPHANDLE

ICANDELO LOLAWULO: IINKONZO ZOBUNJINELI BOLWAKHIWO

IGAMA LESITHUBA: UMONGAMELI OPHEZULU WOMQHUBI: UGUTYULO (UNIONDALE/ HAARLEM)

UKUQESHA NGOKUSISIGXINA

WC0444943

IREFERENSI: CIV2645681

- Umvuzo** : R 224 076 – R 290 856 ngonyaka T8
- Iinzuzo ezongezelelweyo zeNkonzo** : Uncedo loNyango, Umhlala phantsi, Isibonelelo seZindlu /sokuQesha (ngokuxhomekeke kwiimfuneko ezimiselweyo), Itshekhi ye-13 kunye ne -Inshurensi yoBomi beQela.

### IIMFUNeko EZINCINANE

- Ibanga le-10 okanye isiqinisekiso sobugcisa esilinganayo
- 3-5 iminyaka yamava afanelekileyo
- IKhowudi C1 yePhepha-mvume lokuqhuba kunye nePrDP  
ULwazi lweKhompuyutha olusisiseko: MS Word/Excel

### IMFUNeko EKHETHWAYO:

- Izifundo zoNcedo lokuQala oluSisiseko kufuneka zigqitywe ngexesha elibekiweyo njengoko limiselwe ngumqeshi

### UBUCHULE:

- **Ubuchule obungundoqo** – Ukusombulula iNgxaki, uCwangciso noLungiselelo, Ulwazi loMbutho
- **Ubuchule bokusebenza** -Izakhono zeNkalo ethile, Ulawulo lwabantu, Ulawulo loMsebenzi, uKhuseleko lweNdawo yoMsebenzi, uHlahlo-lwabiwo-mali
- **Ubuchule bokuqhelaniswa nokuNikezelwa kweenkonzo** -Ubudlelwane phakathi kwabantu, Unxibelelwano, Ukuqhelaniswa nonikezelo lweenkonzo
- **Ubuchule bomntu** - Ukuqhelaniswa neNyathelo nesiphumo, Ukomelela, Uxanduva kunye nemigaqo yokuziphatha ngokusesikweni,
- **Ubuchule boLawulo /bobuNkokheli** – Ukubeka umkhomba ndlela, Impembelelo nefuthe, Ukuqeqesha kunye nokuthantamiswa, Ukuqhelaniswa neQela

### IINDAWO EZINGUNDOQO ZOKUSEBENZA

- Qinisekisa ukuba iintsebenzo matshini ziyasetyenziswa ukulandelela nokuvula imibhobho yogutyulo evalekileyo.
- Qinisekisa ukuba wonke umsebenzi onxulumene nogutyulo wenziwa ngokweenkcukacha.
- Qinisekisa ukuba imisebenzi yenziwa ngokuhambelana nemiyalelo nezikhokelo ezibekiweyo.
- Qinisekisa ukuba imiyalelo kunye neenkqubo zesebe ziyathotyelwa kwaye iimfuno zeMpilo noKhuseleko eMsebenzini ziyathotyelwa.
- Qinisekisa ukuba amanyathelo okhuseleko ayasetyenziswa ngexesha lemisebenzi enxulumene nogutyulo.
- Qinisekisa ukuba iinkcukacha zemisebenzi zirekhodwa ngokuchanekileyo ukwenzela ukuba ukufakwa kwabasebenzi, ixesha kunye nolwabiwo lwempahla kube nokwenzeka
- Seka ugcine ijelo elilungileyo lonxibelelwano namaqabane omsebenzi kunye noluNtu.

- Qinisekisa ukuba ukonganyelwa okufanelekileyo kwabasebenzi abangaphantsi kwabasebenzi kuyenzeka nokuba imiba enxulumene nabasebenzi iyaqwalaselwa.
- Qinisekisa ukuba irekhodi efanelekileyo ingenisiwe yazo zonke iimfuneko zolawulo ukulungiselela iinjongo zerekhodi kunye nokuhlawulisa.

### **IMIQATHANGO EYODWA EQHOTYOSHELWE KWISIKHUNDLA**

- Ukubanakho ukunxibelelana ngeelwimi ezimbini kwezisemthethweni zaseNtshona Koloni
- Kufuneka uzimisele ukusebenza ixesha elongezelekileyo nasemva kweeyure zomsebenzi eziqhelekileyo
- Kufuneka uzimisele ukusebenza phantsi kweemeko zemozulu ezimbi

**IMIBUZO: MNU LEON GEYER (044 - 801 9346)**

### **IMIYALELO KUBAFKI- SICELO**

Abafaki -zicelo kufuneka bangenise ifomu yesicelo esemthethweni egcwaliswe onke amacandelo kunye neCV ebanzi, iikopi eziqinisekisiweyo (ezingekho ngaphezu kweenyanga ezi-6 ubudala) zeziqinisekiso zemfundo, isazisi, kunye nephepha- mvume lokuqhuba, ukuba kufanelekile. Izicelo kufuneka zingeniswe **ngokufakwa kwikhompyutha** kusetyenziswa i-intanethi ngokukhethekileyo njengoxwebhu olunye lwePDF kwa-[recruitment@george.gov.za](mailto:recruitment@george.gov.za). Iifomu zezicelo zingafunyanwa kwiwebhusayithi kaMasipala, [www.george.gov.za](http://www.george.gov.za) kwaye kumele zifikelele kwiSebe lezaBasebenzi ngomhla okanye phambi komhla wesi **27 eyeKhala 2023** ngeye-12:00 emini. **Abafaki-zicelo kumele bachaze ngokucacileyo inombolo yereferensi kunye negama lesikhundla kumgca wesihloko se-imeyili.**

**Zizicelo ezifakwe ngekhompyutha kusetyenziswa i-intanethi kuphela eziya kwamkelwa.**

#### **Ukuthintelwa:**

**Nceda uqaphele ukuba oku kulandelayo kuya kukhokelela ekuthintelweni:**

Ukungangeniswa kwamaxwebhu afunekayo okanye ukungeniswa kwamaxwebhu obuqhophololo.

Ukurhwetyeshwa kooCeba kunye /okanye amagosa.

Ukungathotyelwa kwemiyalelo ekwisibhengezo sentengiso

**QAPHELA:** Nceda uqaphele apho kuyimfuneko, abagqatswa abafakwe kuluhlu olufutshane baya kufakwa kwinkqubo yohlolo nophononongo lwemvelaphi. Ngokungenisa isicelo sesi sikhundla, abagqatswa bayavuma ukuba kwenziwe uphononongo lwemvelaphi

#### **UMasipala ugcine ilungelo lokungaqeshi.**

Ukuba awukhange uve kuthi phakathi kweenyanga ezi-3 zomhla wokuvala, nceda uthathe ngokuba isicelo sakho asiphumelelanga.

UMasipala waseGeorge ngumqeshi onamathuba alinganayo ohambelananomthetho-siseko wenkqubo yokukhawulelana nabo babengenamalungelo ngaphambili kunye noLungelelwaniso kwiNgqesho. Ukhetho luya kunikezelwa kubafaki-zicelo abasuka kumaqela anyuliweyo/angamelwanga ngokwaneleyo

Ukuqeshwa kuya kuxhomekeka kwimfuneko yokusayinwa kwemvumelwano yengqesho kwaye, apho kufanelekileyo, isivumelwano sentsebenzo kunye nokubhengezwa kweenzuzo kunye nenzala.

**UMHLA WOKUVALWA: 27 eyeKhala 2023**