

EXTERNAL CIRCULATION

DIRECTORATE: COMMUNITY SERVICES

POST DESIGNATION: SUPERVISOR: ALIEN VEGETATION

PERMANENT APPOINTMENT

WC0442240

REFERENCE: COMMT7 01/10/2023

Salary : R 199 032 – R 258 336 per annum T7

Additional Service Benefits : Medical Aid, Pension, Housing Allowance (subject to prescribed requirements), 13th Cheque and Group Life Insurance

MINIMUM REQUIREMENTS:

- Grade 9 or equivalent technical qualification
- Valid Code C1 driver's license with PDP
- 1-2 years' relevant experience required.

COMPETENCIES:

- **Core Professional Competencies**-Problem Solving, Planning and Organizing Organizational Awareness.
- **Functional Competencies**-Discipline specific skills, People Management, Task Management, Workplace Safety, Budgeting
- **Public Services Orientation Competencies**-Interpersonal Relationship, Communication, Service delivery Orientation.
- **Personal Competencies**-Action and outcome orientation, Resilience, Ethics and Accountability
- **Management /Leadership Competencies**-Direction setting, Impact and Influence, Coaching and monitoring, Team Orientation.

KEY PERFORMANCE AREAS:

- Ensure instructions and departmental procedures are complied with and tasks are performed as per the priority of the department.
- Ensure that Occupational Health and Safety rules are adhered to enabling uninterrupted functionality and the accomplishment of productivity targets / standards.
- Ensure details of activities are accurately recorded enabling the processing of personnel, time and material allocation and utilization for specific assignments.
- Ensure that alien control and overgrown premises are managed and maintained in accordance with laid down quality standards and service delivery objectives.
- Ensure quality standards driving the efficiency and effectiveness of the Division are complied with and deviations identified and rectified minimizing effects.
- Ensure that proper reporting procedures are executed.
- Ensure that the execution of the post's responsibilities are met.

SPECIAL CONDITIONS ATTACHED TO THE POST

- Must be willing to work in adverse weather conditions.
- Must be physically fit and able bodied.
- Must be able to work under pressure.
- Ability to communicate in two of the three official languages of the Western Cape

ENQUIRIES: MS N Vumindaba (044 – 802 2900)

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 Communityposts@george.gov.za. Application forms can be obtained from the Municipal website, www.george.gov.za and must reach the Human Resource Department on or before **02 November 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: 02 November 2023

SIJIKELIZISWA NGAPHANDLE

ICANDELO LOLAWULO: IINKONZO ZOLUNTU

IGAMA LESIKHUNDLA : UMONGAMELI: IZITYALO ZELINYE ILIZWE

UKUQESHWA NGOKUSISIGXINA

WC0442240

IREFERENSI: COMMT7 01/10/2023

Umvuzo : R 199 032 – R 258 336 ngonyaka T7

Iinzuzo ezongezelelweyo zenkonzo : Uncedo loNyango, Umhlala phantsi, Isibonelelo seZindlu (ngokuxhomekeke kwiimfuneko ezimiselweyo), Itshekhi ye-13 kunye ne -Inshurensi yoBomi beQela.

IIMFUNENGO EZINCINANE:

- Ibanga le-9 okanye isiqinisekiso sobuchule esilinganayo
- Ikhawudi B yePhepha -mvume lokuqhuba elisemthethweni kunye nePDP
- 1-2 iminyaka yamava angaphambili afanelekileyo iyafuneka.

UBUCHULE:

- **Ubuchule obungundoqo boBungcali**-Ukusombulula iNgxaki, uCwangciso noLungiselelo, kunye noLwazi loMbuthe.
- **Ubuchule bokusebenza**-Izakhono zeNkalo ethile, Ulawulo lwabantu, Ulawulo lomsebenzi, Ukhuseleko lwasemsebenzini, Uhlahlo lwabiwo-mali
- **Ubuchule bokuqhelaniswa neNkonzo zoLuNtu:** - Ubudlelwane phakathi kwabantu, Unxibelelwano, Ukuqhelaniswa nokunikezelwa kweenkonzo.
- **Ubuchule bomntu** - Ukuqhelaniswa neNyathelo kunye neziphumo, Ukomelela, Imigaqo yokuziphatha ngokusesikweni kunye noXanduva lokuphendula
- **Ubuchule boLawulo/ bobuNkokheli:** - Ukubeka umkhomba ndlela, Impembelelo kunye neFuthe, Ukuqeqesha kunye nokuThantamisa, Ukuqhelaniswa neQela.

IINDAWO EZINGUNDOQO ZOKUSEBENZA:

- Qinisekisa ukuba imiyalelo neenkqubo zesebe ziyathotyelwa kwaye imisebenzi yenziwa ngokokubaluleka kwesebe.
- Qinisekisa ukuba imithetho yeMpilo noKhuseleko eMsebenzini iyathotyelwa ukuze ukusebenza ngaphandle kokuphazanyiswa kunye nokufezekiswa kwemveliso/ imigangatho ekujoliswe kuyo.
- Qinisekisa ukuba iinkcukacha zemisebenzi zirekhodwe ngokuchanekileyo ukuze kuqhutyekwe nomsebenzi wokufakwa kwabasebenzi, ixesha kunye nokwabiwa kwezinto zokusebenza kunye nokusetyenziswa kwimisebenzi ethile.
- Qinisekisa ukuba ulawulo lwezityalo zelinnye ilizwe kunye nezakhiwo ezinohlaza olukhule kakhulu zilawulwa kwaye zigcinwe ngokwemigangatho yobulunga ebekiweyo kunye neenjongo zonikezelo lwenkonzo.
- Qinisekisa ukuba imigangatho yobulunga eqhuba ukusebenza kakuhle nangempumelelo kweCandelo kuyathotyelwa kwaye nezinxaxhi zalathiwe zaze zalungiswa ukunciphisa iziphumo.
- Qinisekisa ukuba iinkqubo ezifanelekileyo zokunika ingxelo ziyalandelwa.
- Qinisekisa ukuba ukwenziwa koxanduva lwesithuba kuyafezekiswa.

IMIQATHANGO EYODWA EQHOTYOSHELWE KWISIKHUNDLA

- Kufuneka uzimisele ukusebenza phantsi kweemeko zemozulu ezimbi.
- Kufuneka kwakheke ngokomzimba kwaye womelele.
- Kufuneka ukwazi ukusebenza phantsi koxinzelelo.
- Ukukwazi ukunxibelelana ngeelwimi ezimbini kwezintathu eziseMthethweni zaseNtshona Koloni

IMIBUZO: NKSZ N Vumindaba (044 – 802 2900)

IMIYALELO KUBAFAKI- ZICELO

Abafaki-zicelo kufuneka bangenise ifomu yesicelo esemthethweni, egcwaliswe onke amacandelo kunye ne-CV ebanzi, iikopi eziqinisekisiweyo (ezingekho ngaphezu kweenyanga ezi-6 ubudala) zeziqinisekiso ezifanelekileyo, isazisi kunye nephepha-mvume lokuqhuba, ukuba kufanelekile. Izicelo kufuneka zingeniswe **ngokufakwa kwikhompyutha** kusetyenziswa i-intanethi ngokukhethekileyo njengoxwebhu olunye lwePDF kwa- Communityposts@george.gov.za. Ifomu zezicelo zingafunyanwa kwiwebhusayithi kaMasipala, www.george.gov.za kwaye kumele zifikelele kwiSebe lezaBasebenzi ngomhla okanye phambi komhla **02 eyeNkanga 2023** ngeye-12:00. **Abafaki-zicelo kumele bachaze ngokucacileyo inombolo yereferensi kunye negama lesikhundla kumgca wesihloko se-imeyili.**

Zizicelo ezingeniswe 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 oluya kuquka nolunye uphononongo olunxulumeneyo.

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 ohambelanomthetho-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 nomdla.

UMHLA WOKUVALWA: 02 eyeNkanga 2023