

## EXTERNAL CIRCULATION

**DIRECTORATE: COMMUNITY SERVICES**

**POST DESIGNATION: DRIVER OPERATOR: FRONT LOADER**

**PERMANENT APPOINTMENT**

**WC0443877**

**REFERENCE: COMMT6 02/11/2023**

**Salary** : **R164 628 – R 213 696 per annum T6**  
**Additional Service Benefits** : **Medical Aid, Pension, Housing Allowance (subject to prescribed requirements), 13th Cheque and Group Life Insurance**

### MINIMUM REQUIREMENTS:

- Basic literacy
- Code C1 driver's license + PrDP + proficiency certificate for operating heavy equipment.
- 3 year's relevant experience.

### COMPETENCIES:

- **Core Professional Competencies-** Managing work, Workplace Safety, Task Accountability, Quality Orientation, Oral Communication
- **Functional Competencies-** Operating Monitoring, Quality Controls and Analysis, Operating and Control, Troubleshooting, Planning and Organizing
- **Public Services Orientation Competencies-**Service Delivery Orientation, Interpersonal Relationships, Communication,
- **Personal Competencies-**Action Orientation, Resilience, Accountability and Ethical Conduct, Learning Orientation, Impact and Influence, Team Orientation

### KEY PERFORMANCE AREAS:

- Operate vehicle in accordance with road traffic rules and prescriptions.
- Transport material and equipment to/from specific locations
- Ensure activities are accurately recorded enabling the processing of personnel, time and material allocation and utilization for specific assignments.
- Ensure activities are executed in accordance with laid down instructions and guidelines contributing to the provision of quality service delivery.
- Ensure that proper reporting procedures are executed.
- Ensure that the execution of the post's responsibilities are met.
- Operate a vehicle/machine to perform required duties and to transport workers from time to time.
- Driving to designated locations, transporting machinery and/or materials, monitoring and refuse collection activities and/or communicating with personnel with regards to the cleaning of spillages.
- Ensure instructions and departmental procedures are complied with and Occupational Health and Safety rules adhered to enabling uninterrupted functionality and the accomplishment of productivity targets/ standards.

### SPECIAL CONDITIONS:

- Self-discipline.
- Willingness to work overtime and irregular hours and public holidays.
- Ability to communicate in at least two of the three official languages of the Western Cape

**ENQUIRIES: MS Janine Fernold (044 – 802 2900)**

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](mailto:Communityposts@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 **30 November 2023** at 16:30pm. **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: 30 November 2023**

**SIJIKELIZISWA NGAPHAKATHI**

**ICANDELO LOLAWULO: IINKONZO ZOLUNTU**

**IGAMA LESITHUBA: UMQHUBI ONGUMSEBENZISI: UMLAYISHI WANGAPHAMBILI**

**(UKUCOCWA KUNYE NEMPILO YOKUSINGQONGILEYO)**

**UKUQESHA NGOKUSISIGXINA**

**WC0443877**

**IREFERENSI: COMMT6 02/11/2023**

**Umvuzo** : R 164 628 – R 213 696 ngonyaka T6

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

**IIMFUNeko EZINCINANE**

- Ulwazi olusisiseko lokufunda nokubhala
- IKhawudi EC yephepha-mvume lokuqhuba + iPrDP+ isiqinisekiso sobuchule sokusebenzisa izixhobo ezixhonywe kwilori
- Amava eminyaka emi-3

**UBUCHULE:**

- **Izakhono zoBungcali ezingundoqo** – Ulawulo loMsebenzi, uKhuseleko lweNdawo yoMsebenzi Uxanduva lokuphendula ngomsebenzi, Ukuziqhelanisa nomgangatho, Unxibelelwano lomlomo
- **Ubuchule bokusebenza** – Ukongamela ukusebenza, Ulawulo lomgangatho kunye noHlalutyo, Ukusebenza kunye nokulawula, Ukulungisa iingxaki, Ucwangciso kunye nolungiselelo
- **Ubuchule bokuqhelaniswa neNkonzo yoLuNtu** - Ukuqhelaniswa nonikezelo lweenkonzo, Ubudlelwane phakathi kwabantu, Unxibelelwano
- **Ubuchule bomntu** - Ukuqhelaniswa neNyathelo, Ukomelela, Uxanduva lokuphendula kunye nemigaqo yokuziphatha ngokusesikweni, Uqhelaniso lokufunda, Impembelelo nefuthe, Ukuqhelaniswa neQela

**IINDAWO EZINGUNDOQO ZOKUSEBENZA**

- Sebenzisa isithuthi ngokuhambelana nemigaqo yendlela kunye nemimiselo.
- Ukuthutha Izinto kunye nezixhobo ukuya/ukusuka kwiindawo ezithile
- Ukuqinisekisa ukuba imisebenzi irekhodwa ngokuchanekileyo ukwenza ukuba kusetyenzwe ngabasebenzi, ixesha kunye nolwabiwo lwempahla kunye nokusetyenziswa kwemisebenzi ethile.
- Ukuqinisekisa ukuba imisebenzi yenziwa ngokuhambelana nemiyalelo ebekiweyo nezikhokelo ezinegalelo ekunikezelweni kweenkonzo ezisemgangathweni.
- Ukuqinisekisa ukuba iinkqubo ezifanelekileyo zokunika ingxelo ziyalandelwa.
- Ukuqinisekisa ukuba ukwenziwa koxanduva lwesithuba kuyafezekiswa
- Sebenzisa isithuthi/umatshini ukwenza imisebenzi efunekayo kunye nokuthutha abasebenzi ngamaxesho athile.
- Ukuqhuba usiya kwiindawo ezichongiweyo, ukuthutha oomatshini kunye/okanye

izinto, ukubeka esweni nemisebenzi yokuqokelelwa kwenkunkuma kunye/okanye ukunxibelelana nabasebenzi malunga nokucocwa kwezinto ezichithekileyo.

- Ukuqinisekisa ukuba imiyalelo kunye neenkqubo zesebe ziyathotyelwa kwaye imigaqo yeMpilo noKhuseleko eMsebenzini iyathotyelwa ukuvumela ukusebenza okungaphazanyiswayo kunye nokufezekiswa kwemveliso/imigangatho ekujoliswe kuyo.

## **IMIQATHANGO EYODWA EQHOTYOSHELWE KWISIKHUNDLA**

- Ukuzeyisa
- Ukuvuma ukusebenza ixesha elongezelelekileyo kunye neeyure ezingaqhelekanga kunye nangeholide zikawonke-wonke.
- Ukubanakho ukunxibelelana ubuncinane ngeelwimi ezimbini ezisemthethweni zaseNtshona Koloni

**IMIBUZO: NKSJ Janine Fernold (044 – 802 2900)**

### **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 ngesandla kuma-71 York Street, George, Isakhiwo esiKhulu, Ulwamkelo lwakwaHR.** Iifomu zezicelo zingafunyanwa kwiwebhusayithi kaMasipala, [www.george.gov.za](http://www.george.gov.za) kwaye kumele zifikelele kwiSebe lezaBasebenzi ngomhla okanye phambi komhla wesi- ngeye- **30 eye Nkanga 2023 16:30** emini. **Abafaki-zicelo kumele bachaze ngokucacileyo inombolo yereferensi kunye negama lesikhundla kumgca wesihloko se-imeyili.**

**Zizicelo ezifakwe ngesandla 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: 30 eye Nkanga 2023**