

VACANCY VAKATURE



EXTERNAL CIRCULATION

DIRECTORATE: Civil Engineering Services
POST DESIGNATION: SUPERVISOR / DRIVER OPERATOR: ROADS & STORM WATER
- George
(Permanent)
WC0441483
REFERENCE: 3221583

Salary: R224076-R290856 (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
Relevant driver's license; and
Basic Computer Literacy: MS Word / Excel
3 – 5 years relevant experience required

COMPETENCIES:

Core Professional Competencies: Problem Solving, Planning and Organising, Organisational Awareness
Functional Competencies: Discipline Specific Skills, People Management, Task Management, Workplace 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 instructions are clear and tasks completed within specific deadlines
Ensure activities are executed in accordance with laid down instructions and guidelines
Ensure that instructions are carried out and that departmental procedures are complied with
Ensure a safe working environment during road and storm water activities, and that safety measures are applied during construction / maintenance processes
Ensure that proper supervision is exercised over subordinate staff and that personnel related issues are addressed
Ensure that proper communication channels are followed to prevent costly delays
Ensure that tools and machinery are loaded and transported safely, properly locked away to prevent any losses and accidents due to negligence
Ensure that details of activities are accurately recorded to enable processing of personnel, time and material allocation

SPECIAL CONDITIONS ATTACHED TO THE POST:

Ability to communicate in two of the official languages of the Western Cape
Good communication and interpersonal skills
Good leadership and people's skills
Ability to work under pressure
Must be willing to do standby duties
Must be willing to work in adverse weather conditions

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PROBATION PERIOD: 6 months

ENQUIRIES: Duran Naidoo (0448019184)

INSTRUCTIONS TO APPLICANTS (Please read carefully)

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 CivilPosts@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 **[11 SEPTEMBER 2024]** at 16:30pm. **Applicants must clearly state the reference number and position title in the subject line of the email. Applicants are required to complete application form in full.**

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: [2024-09-11] AT 16:30PM