



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

VACANCY INTERNAL & EXTERNAL APPLICATIONS WILL BE CONSIDERED

PROCESS CONTROLLER WTW (PIKETBERG)

DIRECTORATE: TECHNICAL SERVICES

Requirements: Proficiency in at least two of the official languages of the Western Cape (Afrikaans/English/Xhosa-Read, Write and Speak) · High level of responsibility · Ability to give attention to detail · Ability to do basic calculations · Must be physically fit and able bodied · Required to work in all weather conditions · Must be prepared to enter confined areas such as manholes, inlets, pipes and culverts · Required to work outside normal working hours during emergencies and planned overtime · Must perform duties in the whole area of municipality when required.

Qualification: Grade 12 or relevant qualification preferably a National Technical Certificate N3 in Water Treatment Registered Operator Class 3
Code EB Driver's License

Experience: Two (2) – Five (5) years relevant experience

Job Purpose: Performs monitoring and control tasks/activities associated with water purification support by checking chemicals levels and adding chemicals on instruction of immediate supervisor, cleaning or clearing obstructions interfering with the purification systems, etc. using hand held tools (spade, wheelbarrow, broom).

Key Performance Areas: Attends to the storage and care of cleaning tools/equipment · Controls specific activities associated with maintaining the purification plant and surroundings · Any other related duties as requested by the supervisor.

The competency level for this position is a level 2 as stipulates in Annexure A of the Municipal Staff Regulations as promulgated Notice R890 in Government Gazette 45181 dated 20 September 2021 and comprises of the following competencies.

Core Professional Competencies	Functional Competencies	Public Service Orientation Competencies	Personal Competencies	Management / Leadership Competencies
<ul style="list-style-type: none"> Written Communication Oral Communication Ethics and Professionalism Problem Solving Planning and organising Decision Making 	<ul style="list-style-type: none"> Discipline Specific Skills Task Management Use of process specific Quality Orientation Work Place Safety People Management 	<ul style="list-style-type: none"> Services delivery Orientation Interpersonal Relationships Communication 	<ul style="list-style-type: none"> Action and Outcome orientation Resilience Change Readiness Cognitive ability Learning Orientation 	<ul style="list-style-type: none"> Direction Setting Impact and Influence Coaching and Mentoring Team Orientation

Salary:	R 138 660.00 per annum (T06 of a Category 3 Local Authority)
Date of acceptance:	01 September 2022
Enquiries:	Mr J Strumpher at 022 913 6000

GENERAL:

- 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.
- 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.
- The Municipality is not bound to make any appointment.
- All appointments are subjected to Police clearings; which means that you give us permission to obtain Police clearance, by applying for a position at the Municipality.
- Applications received after the closing date or which have been received without the documentation mentioned below, will not be considered.
- 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.
- 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.
10. The municipality respects the conditions of the Protection of Personal Information Act. By submitting your information and application you confirm that the information you have provide to us is true, up to date and correct.
11. Preference will be given to internal and local candidates within the Bergrivier Municipal area.
12. Successful candidates will be expected to sign a contract of employment, disclosure of benefits and interests and a performance contract (where applicable) with the employer.

A covering letter with at least two contactable references (managers, subordinates or peers), must accompany the completed prescribed application form (available on request at Tel. 022 9136000 or on the municipality's website www.bergmun.org.za) with certified copies of the necessary qualification certificates, ID document, Drivers Licence and a Curriculum Vitae (Maximum of 3 pages), (only one post per application form) to reach the **Municipal Offices, Piketberg** or mailed to **P O Box 60, Piketberg 7320** for the attention of **Ms W Terry Thomas (Human Resources Officer: Provisioning and Administration)** by no later than the closing date.

NO FAXES OR ELECTRONIC APPLICATIONS WILL BE ACCEPTED.

CLOSING DATE: FRIDAY, 29 JULY 2022 AT 14:30

**ADV H LINDE
MUNICIPAL MANAGER**

MN 90/2022

**13 CHURCH STREET
P O BOX 60
PIKETBERG
7320**