



CEDERBERG MUNICIPALITY
VAKATURES / VACANCIES
NOTICE NUMBER: 299 / 2025



The Cederberg Municipality, which includes the towns, Citrusdal, Clanwilliam, Graafwater, Lamberts Bay and Elands Bay, as well as a large rural area, invites applications from suitably qualified candidates to fill the following position within its establishment. The Cederberg Local Municipality is an equal opportunity, and Affirmative Action Employer. Persons designated in terms of applicable legislations as historically disadvantaged South Africans as well as people with disabilities are encouraged to apply.

DIRECTORATE: TECHNICAL & PLANNING SERVICES
DIVISION: WASTE MANAGEMENT SERVICES
JOB TITLE: MANAGER: SOLID WASTE MANAGEMENT
(THIS POSITION WILL BE STATIONED IN CLANWILLIAM)

Duties: To manage the rendering of solid waste management services in accordance with applicable legislation, by-laws and standards • To support the main job functions in the Department and to ensure a quality waste and environmental management services delivery • Responsible to adhere to Solid Waste Management Policy on a daily basis, update and analyse solid waste service statistics • Formulate and manage the Waste and environmental management services budget via requisitions for expenditure, authorize orders / invoices and authorize the payment of purchases or services rendered • Co-ordinates tasks / activities associated with the implementation of procedures and, monitoring and reporting on sequences / outcomes of cleansing and workshop sections • Assessing the adequacy of procedures, systems and controls associated with the Waste Transfer Station, Drop – Off facilities, WDF's, vehicle, plant, equipment and material availability and utilisation • Participating in operational discussions / meetings and elaborating / presenting factual information to support the status of activities progress / constraints / quality and cost dimensions associated with current maintenance programmes of urgent works • Provide monthly reports to Director and Portfolio Committee • Plans, prioritises and schedules refuse collection and maintenance work • Communicating with the Supervisor and establishing technical details / specifications and requirements for refuse collection and related vehicle maintenance • Establish efficient operations for WTS, DOF's and transfer to RWDF • Preparing resource allocation schedules (cost, material and time spread) and priority programmes for execution and, conducting briefing sessions with specialist / supervisory personnel and /or contractors, explaining requirements and outcomes • The full scope of duties is contained in the job description

Requirements: A relevant National Diploma in Engineering /Or equivalent related qualification • Registration as a Pr Techni Eng will be advantageous • Code B Drivers Licence • Fluent in two of the three official languages of the Western Cape • Computer Literate in MS Word / Excel / Outlook • Attention to detail • Administration skills • Protocol and business ethics • Good communication abilities • Able to handle conflict • Able to work under pressure Time management • 5 - 8 years of relevant experience.

Remuneration: T 14 (R 520 584.12 – R 625 757.22) per annum plus normal municipal benefits.

The competency level for this position is a level 3 (ENGINEERING PROFESSIONALS COMPETENCY FRAMEWORK - TECHNICIAN) as stipulates in Annexure A of the Municipal Staff Regulations Government Notice R890 as promulgated in Government Gazette 45181 dated 20 September 2021 and comprises of the following competencies.

Core Competencies	Functional Competencies	Public Service Orientation Competencies	Personal Competencies	Management / Leadership Competencies
- Planning - Organisational Awareness	- Design - Project Management	Interpersonal Relationships	Action and outcomes orientation	- Impact and Influence - Team Orientation



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• Attention to detail	• Construction • Operations and Maintenance	• Service Delivery Orientation • Communication	• Resilience • Change readiness • Cognitive ability • Learning Orientation • Accountability and Ethical Conduct	• Direction Setting • Coaching and mentoring
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PLEASE NOTE: THIS POSITION IS BEING RE-ADVERTISED. ALL APPLICANTS THAT HAVE PREVIOUSLY APPLIED ARE WELCOME TO APPLY AGAIN

CLOSING DATE FOR APPLICATIONS: 10 November 2025 at 12h00.

ENQUIRIES: Contact Marianna Bester / Izaan Tieties at 027 482 8000 during office hours.

IMPORTANT:

Forward your application in your own handwriting on the prescribed application form to: The Municipal Manager: Private Bag X2 Clanwilliam, 8135 or via email: recruitment@cederbergraad.co.za Mark the Envelope clearly: Application for Vacancy • Application forms are available from the municipal offices and the municipal website: www.cederbergmunicipality.co.za and must be completed in the applicants own handwriting • Applications must be accompanied by a comprehensive CV with certified copies of qualifications (Not older than three months) and other relevant documents • Applications without the above will not be considered • The Cederberg Municipality reserves the right not to make an appointment • Candidates will be subjected to reference checks • Fraudulent qualifications or documentation will immediately disqualify an applicant • Direct or indirect canvassing with councillors or officials for preferential treatment will lead to immediate disqualification of the relevant applicant • Correspondence regarding the advertised position will be limited to shortlisted candidates • Do not send original documentation • No CV's or application documents will be returned to candidates for any reason. If you are not invited for an interview within 60 days, you may deem your application to be unsuccessful. Indicate clearly the vacancy you are applying for • should there be any errors or omissions on this advert; the relevant job description, grading and or municipal policies will supersede such error or omission • It is important that applicants must have a South African revenue services (SARS) registration number. Failure to provide a SARS number will disqualify your application.

NO CRIMINAL RECORD (IMPORTANT – VALID SAPS CLEARANCE CERTIFICATE OR PROOF OF APPLICATION OF CLEARANCE CERTIFICATE MUST ACCOMPANY APPLICATION – APPLICANTS MUST PROVIDE A VALID POLICE CLEARANCE CERTIFICATE NOT OLDER THAN 6 MONTHS ON THE DAY OF THE INTERVIEW – APPLICANTS WHO DOES NOT PROVIDE THE VALID CLEARANCE CERTIFICATE ON THE DAY OF THE INTERVIEW WILL AUTOMATICALLY BE DISQUALIFIED

GF MATTHYSE
MUNICIPAL MANAGER