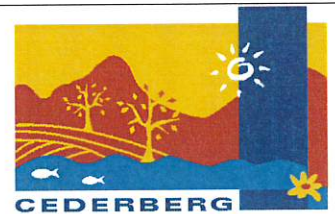


CEDERBERG MUNICIPALITY
VAKATURES / VACANCIES
NOTICE NUMBER: 39 / 2024



JOB TITLE: GENERAL WORKERS (CIVIL SERVICES)

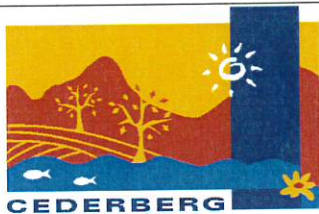
NB! PLEASE NOTE: THIS ADVERT IS A ONCE-OFF ADVERT FOR THE FILLING OF ALL GENERAL WORKER POSITIONS AT THE CEDERBERG MUNICIPALITY THAT MAY BECOME VACANT UP TO SEPTEMBER 2024. ALL APPLICATIONS MUST BE RECEIVED BY NO LATER THAN THE CLOSING DATE BELOW. LATE APPLICATIONS WILL NOT BE CONSIDERED FOR ANY GENERAL WORKER POSITIONS BECOMING AVAILABLE DURING THE PERIOD UP TO THE END OF SEPTEMBER 2024.

Duties: To perform labourer duties and tasks on instruction of his / her immediate superior • The repair, installation and maintenance of water reticulation networks, the sewerage network / systems and the road and storm water infrastructure / network of the Municipality • The removal of domestic and other refuse, the cleaning of streets, parking areas, sidewalks, parks, sport grounds other public spaces and public toilets • The maintenance and planting of gardens, lawns and trees at Municipal building (offices, libraries, community halls, etc.) sport grounds, parks, cemeteries, along roads, on sidewalks and on parking areas • The full scope of duties is contained in the job description.

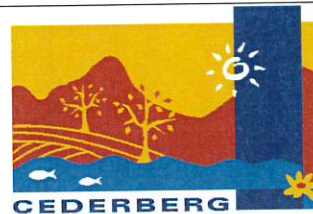
Requirements: Ability to read, write and count • Must be able to communicate in two of the three official languages of the Western Cape • Attention to detail • Able to work under pressure • Time management • 3 months relevant experience.

Remuneration: T3 (R 118 716.24 – R 136 850.52) plus normal municipal benefits.

The competency level for this positions is a level 1 (GENERAL WORKERS- CIVIL SERVICES) and Level 3 (DRIVER / OPERATOR) of the (OPERATIONAL OCCUPATIONS COMPETENCY FRAMEWORK) 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.



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| Core Professional Competencies | Functional Competencies | Public Service Orientation Competencies | Personal Competencies | Management / Leadership Competencies |
|--|--|--|---|---|
| <ul style="list-style-type: none"> • Problem Solving • Planning & Organising • Organisational Awareness | <ul style="list-style-type: none"> • Discipline Specific Skills • People Management • Task Management • Work place Safety • Budgeting | <ul style="list-style-type: none"> • Interpersonal Relationships • Communication • Service Delivery Orientation | <ul style="list-style-type: none"> • Action and outcome Orientation • Resilience • Ethics and Accountability | <ul style="list-style-type: none"> • Direction Setting • Impact & Influence • Coaching and Mentoring • Team Orientation |

CLOSING DATE FOR APPLICATIONS: 22 March 2024 at 12h00.

ENQUIRIES: Contact Alice Wilton / Izaan Tieties at 027 482 8000 during office hours.

PLEASE SPECIFY WHICH POSITION YOU APPLY FOR!

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@cederberggraad.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

THE COUNCIL STRONGLY SUPPORTS A FULLY VACCINATED WORKFORCE

G MATTHYSE
MUNICIPAL MANAGER