

Die Langeberg Munisipaliteit (Wes Kaap Provinsie) bedien die dorpe Ashton, Robertson, Montagu, Bonnievale en McGregor in die skilderagtige Breëriviervallei/Klein Karoogebied, waar mense nog na aan die natuur leef. Aansoeke word hiermee ingewag van persone wat oor die nodige kwalifikasies en ondervinding beskik vir aanstelling in die onderstaande poste:

DIREKTORAAT INGENIEURSDIENSTE

Bestuurder: Elektriese Ingenieursdienste (Heradvertering) (Verw nr 13/2025)

Kwalifikasies/ Ervaring:	'n Toepaslike B Ingenieursgraad (NQF7) en geskiktheid vir registrasie as Pr Ingenieur; Moet in besit wees van 'n Staatstifikaat van Bevoegdheid (GCC); 10 jaar en meer toepaslike ondervinding; Kode B bestuurslisensie; Rekenaargeletterdheid: MS Office
Sleutelprestasie gebiede:	Bestuur en kontrolering van afdeling; Bestuur van departement se begroting; Verseker voertuigbeheer; Voorsien administratiewe funksie; Bestuur van Personeel; Kommuniqueer en skakeling met verskillende departemente; Bestuur en toesighouding van kapitaal projekte; Monitor kontrakprestasiestuur; Verslagdoening aan betrokke Direkteur
Byvoegdhede:	Funksioneel - Bestuur van werk - Bestuur eie tyd en beskikbare hulpbronne en gereedskap effektief om te verseker dat werk doeltreffend en betyds voltooi word – Probleemoplossing - Die vermoë om potensiële probleme te identifiseer, om die probleme in komponente op te breek, om potensiële oplossings te genereer, om 'n opsie te kies en dit te implementeer - Beplanning en organisering - Die vermoë om aktiwiteite binne spesifieke tydramwerke te beplan en om hierdie aktiwiteite volgens plan uit te voer - Kwaliteit Oriëntasie - Verseker hoë kwaliteit uitset, kontroleer prosesse en take akkuraat en toon aandag aan detail – Werkplekveiligheid - Die vermoë om toestande wat werknemers se veiligheid beïnvloed, te identifiseer en reg te stel - Dissipline spesifieke vaardighede - Toon 'n bevredigende vlak van tegniese vaardigheid, kennis, ondervinding en kwalifikasies relevant tot die rol - Diensleweringsooriëntasie - Die vermoë om nuwe maniere te verken en te implementeer om dienste te lewer wat bydra tot die verbetering van munisipale prosesse om munisipale doelwitte te bereik - Interpersoonlike verhoudings - Die vermoë om produktiewe verhoudings met mense binne en buite die Stad te vestig en in stand te hou – Diensleweringsooriëntasie - Die vermoë om nuwe maniere te verken en te implementeer om dienste te lewer wat bydra tot die verbetering van munisipale prosesse om munisipale doelwitte te bereik - Interpersoonlike verhoudings - Die vermoë om produktiewe verhoudings met mense binne en buite die Stad te vestig en in stand te hou – Kommunikasie - Die vermoë om aandagtig te luister, kwessies te begryp, inligting op 'n duidelike manier aan te bied en gepas te reageer op mondelinge en geskrewe kommunikasie van ander - Kliënteoriëntasie en kliëntfokus - Verstaan die diensbehoefte van 'n kliënt / kliënt (intern of ekstern) en fokus aktief daarop om die behoeftes te antisipeer, te ontmoet en te oortref op 'n tydige en toepaslike wyse - Aksie-oriëntasie - Die vertoon van hoë werksetiek in die stel en bereiking van uitdagende doelwitte, die nakoming van spertye en die nakoming van beloftes.

Dit manifesteer in 'n mens se vermoë om gefokus te bly op taak, om energiek, aanhoudend en betroubaar te wees – Veerkragtigheid - Die vermoë om konstruktief op druk-/stressituasies te reageer en die vermoë om te volhard met doelwitte ten spyte van struikelblokke - Verantwoordbaarheid en etiese gedrag - Vermoë om die hoogste standaarde van etiese en morele gedrag aan die dag te lê en te bou ten einde vertroue en vertroue in die staatsdiens te bevorder en om aan kodes van goeie korporatiewe bestuur te voldoen – Leeroriëntasie - Die gewilligheid en motivering om te leer, kennis op te doen, insig te ontwikkel en op voortdurende selfverbetering te fokus – Rigtinginstelling - Die vermoë om 'n duidelike sin van gemeenskaplike doel en visie vir ander te skep met die oog op die verkryging van inkoop en toewyding tot die doelwitte van die eenheid - Impak en invloed - Die vermoë om 'n positiewe gesindheid by ander te inspireer en ander effektief te kan beïnvloed - Span Oriëntasie - Die vermoë om 'n positiewe gesindheid by ander te inspireer en ander effektief te kan beïnvloed - Afrigting en mentorskap - Die vermoë om vaardighede, prestasie en potensiaal van ondergeskiktes te assesser en om hul ontwikkeling aan te moedig met die oog op die optimalisering van hul talent en potensiaal.

Standplaas:

Robertson

Status:

Permanente aanstelling

Vergoeding:

R 659 064 – R 855 504 (T16) per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid. Deelname aan die perk vervoerskema

Navrae met betrekking tot pos:

Skakel Mnr D Louwrens, Direkteur: Ingenieursdienste, by 023 626 8248

Sekretaresse: Elektriese Dienste (Verw nr 14/2025)

Kwalifikasies/ Ervaring:

Graad 12, Rekenaargeletterdheid: MS Office, 2-5 jaar toepaslike ondervinding

Sleutelprestasie gebiede:

Uitvoer van alle sekretariële pligte vir Bestuurder; Administratiewe funksies verrig; Reël van afsprake en byhou van Bestuurder se dagboek; Skakeling, ko-ordinering en organisering van alle aktiwiteite van Bestuurder; Hantering van alle telefoonoproepe van die Bestuurder; Aanspreeklik vir netheid van Bestuurder se kantoor; Verseker vertroulikheid

Byvoegdhede:

Kernprofessioneel - Geskrewe Kommunikasie - Die vermoë om skriftelik te kommunikeer soos toepaslik aan spesifieke gehore - Mondelinge Kommunikasie - Die vermoë om 'n boodskap op 'n verstaanbare en oortuigende wyse te verwoord - Aandag aan detail - Vermoë om eie werk en dié van ander te ondersoek om akkuraatheid en voldoening aan die toepaslike munisipale standaarde te verseker - Beïnvloeding - Die vermoë om met ander te kommunikeer en te beïnvloed - Die vermoë om met ander te kommunikeer en te beïnvloed. Professionaliteit - Die vermoë om etiese kwessies en belangebotsings te identifiseer en te hanteer - Organisasiebewustheid - Die vermoë om die Munisipaliteit se doelwit, en die impak van besluite op die gemeenskap en die funksionering van die departement te verstaan - Probleemoplossing - Die vermoë om potensiële probleemareas te identifiseer, om die probleem in samestellende dele op te breek, potensiële oplossings te genereer, 'n opsie te kies en dit te implementeer binne die spesifieke tydsraamwerk - Beplanning en uitvoering van aktiwiteite volgens plan - Besigheidsprosesse - Vermoë om by stelsels of komponentprosesse betrokke te raak en deurlopende

verbeterings aan te bring - Gebruik van tegnologie - Die vermoë om tegnologie in die werkplek te benut om die funksionering van die Munisipaliteit te optimaliseer - Dataverwerking & Analise - Vermoë om data te verwerk en verbeterings in die manier waarop dit verwerk word na vore te bring - Interpersoonlike Verhoudings - Die vermoë om produktiewe verhoudings met mense binne en buite die Munisipaliteit te vestig en te handhaaf - Kommunikasie - Die vermoë om aandagtig te luister, gepaste kommunikasie te begryp en geskrewe inligting op 'n duidelike wyse te lewer en geskrewe inligting aan te bied. Oriëntering - Die vermoë om nuwe maniere te verken en te implementeer om dienste te lewer wat bydra tot die verbetering van munisipale prosesse om munisipale doelwitte te bereik - Kliënteoriëntasie En Kliëntfokus - Verstaan die diensbehoefes van 'n kliënt/kliënt - (intern of ekstern) en fokus aktief daarop om sy behoeftes te antisipeer, te ontmoet en te oortref op 'n tydig en gepaste wyse - aksie-oriëntasie en uitdagende doelwit. spertye nakom en beloftes nakom. Dit manifesteer hom in 'n mens se vermoë om gefokus te bly op taak, om energiek, volhardend en betroubaar te wees - Veerkragtigheid - Die vermoë om konstruktief te reageer op druk/stres situasies en die vermoë om te volhard met doelwitte ten spyte van struikelblokke en terugslae - Veranderingsgereedheid - Die vermoë om te innoveer en die status quo uit te daag en die veranderingsvermoë om inligting in te samel - Die kognitiewe vermoë om ander te hanteer en omgaan met kompleksiteit en dubbelsinnigheid - Toon langtermyn denke, volg op 'n logiese wyse deur, bewus van gevolge en implikasies. Is in staat om die 'Groter Prentjie' te sien - Leeroriëntasie - Die gewilligheid en motivering om te leer, kennis te bekom, insig te ontwikkel en te fokus op deurlopende selfverbetering - Impak en invloed - Die vermoë om 'n positiewe houding by ander te inspireer en ander effektief te kan beïnvloed - Spanoriëntasie - Die vermoë om 'n samewerkende klimaat te bevorder, groepsdinamika te verstaan en gepaste fasilitering met ander te bereik - gepaste fasilitering toe te pas Die vermoë om 'n duidelike gevoel van gemeenskaplike doel en visie vir ander te skep met die oog op die verkryging van inkoop en verbintenis tot die doelwitte - Afrigting en Mentorskap - Die vermoë om vaardighede, prestasie en potensiaal van ondergeskiktes te assesseer en om hul ontwikkeling aan te moedig met die oog op die optimalisering van hul talent.

Standplaas:

Robertson

Status:

Permanente aanstelling

Vergoeding:

R 166 560 – R 216 240 (T6) per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid

Navrae met betrekking tot pos:

Skakel Mnr D Louwrens, Direkteur: Ingenieursdienste, by 023 626 8248

Werkswinkel Assistent (Verw nr 15/2025)

Kwalifikasies/ Ervaring:

Basiese geletterdheid; 0-1 jaar ondervinding, Kode B bestuurslisensie

Sleutelprestasie gebiede:

Assisteer die Ambagsman met onderhoud van voertuie; Onderhou gereedskap en toerusting; Gebruik van gereedskap, toerusting en materiaal

Byvoegdhede

Funksioneel – Bestuur van werk – Algemene arbeidsaktiwiteite. Koördinerings van werk met die werkskedsules van ander, dit wil sê kontrakteurs ens.; Werkplekveiligheid- Veiligheid rondom die werkplek / werkspasie. Verseker dat werkarea en werkspasie skoon is; Taakverantwoordbaarheid – Die vermoë om basiese instruksies te

verstaan en te volg en verantwoordelik gehou te word vir taakuitvoering; Gehalte-oriëntering – Gereedskap en toerusting berging en versorging. Verseker dat gereedskap beveilig, geberg en gebruik word volgens spesifikasies; Mondelinge kommunikasie – Interaksie met medewerkers om werk te koördineer. Interaksie met toesighouers om werkopdragte te ontvang; Staatsdiensoriëntering – Dienslewingsoriëntering – Die vermoë om nuwe maniere om dienste te lewer wat bydra tot die verbetering van munisipale prosesse te verken en te implementeer om munisipale doelwitte te bereik; Interpersoonlike verhoudings – Die vermoë om produktiewe verhoudings met mense binne en buite die Munisipaliteit te vestig en te handhaaf; Kommunikasie - Die vermoë om aandagtig te luister, kwessies te begryp, inligting op 'n duidelike wyse aan te bied en gepas te reageer op mondelinge en geskrewe kommunikasie van ander; Persoonlik – Aksie-oriëntasie – Die vermoë om gefokus te bly op 'n taak, om energiek, volhardend en betroubaar te wees; Veerkragtigheid- Die vermoë om vol te hou met aksies / werkaflerbares ten spyte van struikelblokke; Verantwoordbaarheid en etiese gedrag – Vermoë om standarde van etiese en morele gedrag aan die dag te lê om vertroue te bevorder en om aan kodes van goeie praktyk te voldoen; Leeroriëntasie – Die gewilligheid en motivering om te leer, kennis te bekom, insig te ontwikkel en op voortdurende selfverbetering te fokus; Impak en Invloed - Die vermoë om 'n positiewe gesindheid by ander te inspireer en ander effektief te kan beïnvloed; Spanorientering – Die vermoë om 'n samewerkende klimaat te bevorder deur saam met ander te werk om 'n gedeelde doelwit te bereik

Standplaas:

Robertson

Status:

Permanente aanstelling

Vergoeding:

R 129 048 – R 162 732 (T4) per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid

Navrae met betrekking tot pos:

Skakel Mnr CGH Posthumus, Snr Bestuurder: Siviele Ingenieursdienste, by 023 615 8000

DIREKTORAAT KORPORATIEWE DIENSTE

Hoof: Verkeersdienste (Heradvertering) (Verw nr 16/2025)

Kwalifikasies/ Ervaring:

Relevante B Graad of B-Tech/ Polisiëringsgraad (NQF7); Basiese Opleidingskwalifikasie; Geen kriminele rekord, Vuurwapenvaardigheid; 8 jaar of meer toepaslike ondervinding vereis, insluitend bewese toesighoudende / bestuurservaring; Kode B bestuurslisensie; Rekenaargeletterdheid: MS Office

Sleutelprestasie gebiede:

Verkeersdienstebestuur; Begrotingsbeheer en risikobestuur; Bestuur en statutêre vereistes; Bestuur van prestasie, produktiwiteit en personeel; Kontrakbestuur; Verhoudingsbestuur en kommunikasie; Administratiewe funksies; Spesiale projekbestuurstake; Noodbestuur; Interne en eksterne kommunikasie

Byvoegdhede:

Kern professionele – Probleemoplossing - Die vermoë om inligting in te samel, kwessies te ontleed en kompleksiteit en dubbelsinnigheid te hanteer. Toon langtermyn denke, volg op 'n logiese wyse deur, bewus van gevolge en implikasies. Is in staat om die 'Bigger Picture' te sien - Beplanning en organisering - Die vermoë om die werkseenheid te beplan en te organiseer deur doelwitstelling, doelwitte, teikens te gebruik, werkskodes en werkplanne met gepaardgaande hulpbronne en begrotings te skep, volgens die munisipaliteit se prosedures om die take, funksies en resultate van

die werkseenheid te bereik - Organisatoriese bewustheid - Streef billike dienslewering aan met inagneming van hoe politieke en dienskwessies, program, beleide en besluite openbare belange / bekommernisse beïnvloed - Dissipline spesifieke vaardighede - 'n bevredigende vlak van tegniese en professionele vaardigheid of kennis in posverwante gebiede bereik het; tred te hou met huidige ontwikkelings en neigings in gebiede van kundigheid - Mensebestuur - Bestuur en moedig mense aan, optimaliseer hul uitsette en bestuur verhoudings effektief om munisipale doelwitte te bereik - Taakbestuur - Beplan, bestuur, monitor en evalueer spesifieke aktiwiteite ten einde die verlangde uitsette en uitkoms te lewer - Werkplekveiligheid - Die vermoë om die behoeftes van werknemers te assesser en dit te koppel aan die munisipaliteit se beleid oor gesondheid, veiligheid en welstand - Begroting - Maksimeer die munisipaliteite se besigheidsin en toon 'n gesonde besigheidsbegrip in die toepassing van die mees doeltreffende bestuurspraktyke om munisipaliteit en departement se finansieringsdoelwitte en -doelwitte te bereik - Interpersoonlike Verhoudings - Die vermoë om produktiewe verhoudings met mense binne en buite die Munisipaliteit te vestig en in stand te hou - Kommunikasie - Die vermoë om aandagtig te luister, kwessies te begryp, inligting op 'n duidelike manier aan te bied en gepas te reageer op mondelinge en geskrewe kommunikasie van ander - Diensleweringsooriëntasie - Die vermoë om nuwe maniere te verken en te implementeer om dienste te lewer wat bydra tot die verbetering van munisipale prosesse om munisipale doelwitte te bereik - Aksie en uitkoms - Oriëntasie - Die vertoon van hoë werksetiek in die stel en bereiking van uitdagende doelwitte, die nakoming van spertye en die nakoming van beloftes. Dit manifesteer hom in 'n mens se vermoë om gefokus te bly op take, om energiek, aanhoudend en betroubaar te wees - Veerkragtigheid - Die vermoë om konstruktief op druk-/stressituasies te reageer en die vermoë om te volhard met doelwitte ten spyte van struikelblokke en terugslae - Etiek en aanspreeklikheid - Die vermoë om te innoveer en die status quo uit te daag en die vermoë om verandering te hanteer wat deur ander gedryf word - Rigtinginstelling - Die vermoë om ander te motiveer en te inspireer om vrywillig hul beste te lewer in die rigting van 'n gemeenskaplike visie of doelwit - Impak en invloed - Die vermoë om 'n positiewe gesindheid by ander te inspireer en ander effektief te kan beïnvloed - Afrigting en mentorskap - Die vermoë om vaardighede, prestasie en potensiaal van ondergeskiktes te assesser en om hul ontwikkeling aan te moedig met die oog op die optimalisering van hul talent en potensiaal - Span Oriëntasie - Die vermoë om 'n samewerkende klimaat te bevorder, groepdinamika te verstaan en toepaslike fasiliteringstegnieke toe te pas in samewerking met ander om 'n gedeelde doel te bereik.

Standplaas:

Status:

Vergoeding:

Ashton

Permanente aanstelling

R 659 064 – R 855 504 (T16) per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid. Deelname aan die perk vervoerskema.

Navrae met betrekking tot pos:

Skakel Mnr AWJ Everson, Direkteur: Korporatiewe Dienste, by 023 615 8007

Let wel: Applikante wat voorheen aansoek gedoen het, moet nie weer aansoek doen nie. Die vorige aansoeke sal ook oorweeg word.

Assistent Superintendent: Verkeersdienste (Verw nr 17/2025)

Kwalifikasies/ Ervaring:	Toepaslike Nasionale Diploma; Verkeersbeampte Diploma; Geen kriminele rekord, 5 jaar of meer toepaslike ondervinding vereis, insluitend bewese toesighoudende ervaring; Kode B bestuurslisensie; Rekenaargetletterdheid: MS Office; Bystand diens verrig en werk soms in onveilige toestande
Sleutelprestasie gebiede:	Toesig en beheer van Verkeersbeamptes; Administratiewe funksies; Verseker dienslewering; Verseker afdwinging van spesifieke munisipale bywette en padverkeer en veiligheidsregulasies; Assisteer met toetsing van bestuurslisensies; Assisteer met ondersoeking van voertuie; Verseker korrekte besluite word geneem in terme van padverkeerbestuur; Ko-ordineer spesifieke aktiwiteite gedurende rampe/noodgevalle
Byvoegdhede:	Kern professionele – Probleemoplossing - Die vermoë om inligting in te samel, kwessies te ontleed en kompleksiteit en dubbelsinnigheid te hanteer. Toon langtermyn denke, volg op 'n logiese wyse deur, bewus van gevolge en implikasies. Is in staat om die 'Bigger Picture' te sien - Beplanning en organisering - Die vermoë om die werkseenheid te beplan en te organiseer deur doelwitstelling, doelwitte, teikens te gebruik, werkskodes en werkplanne met gepaardgaande hulpbronne en begrotings te skep, volgens die munisipaliteit se prosedures om die take, funksies en resultate van die werkseenheid te bereik - Organisatoriese bewustheid - Streef billike dienslewering aan met inagneming van hoe politieke en dienskwessies, program, beleide en besluite openbare belange / bekommernisse beïnvloed - Dissipline spesifieke vaardighede - 'n bevredigende vlak van tegniese en professionele vaardigheid of kennis in posverwante gebiede bereik het; tred te hou met huidige ontwikkelings en neigings in gebiede van kundigheid – Mensebestuur - Bestuur en moedig mense aan, optimaliseer hul uitsette en bestuur verhoudings effektief om munisipale doelwitte te bereik – Taakbestuur - Beplan, bestuur, monitor en evalueer spesifieke aktiwiteite ten einde die verlangde uitsette en uitkomste te lewer – Werkplekveiligheid - Die vermoë om die behoeftes van werknemers te assesser en dit te koppel aan die munisipaliteit se beleid oor gesondheid, veiligheid en welstand – Begroting - Maksimeer die munisipaliteit se besigheidsin en toon 'n gesonde besigheidsbegrip in die toepassing van die mees doeltreffende bestuurspraktyke om munisipaliteit en departement se finansieringsdoelwitte en -doelwitte te bereik - Interpersoonlike Verhoudings - Die vermoë om produktiewe verhoudings met mense binne en buite die Munisipaliteit te vestig en in stand te hou – Kommunikasie - Die vermoë om aandagtig te luister, kwessies te begryp, inligting op 'n duidelike manier aan te bied en gepas te reageer op mondelinge en geskrewe kommunikasie van ander – Diensleweringsoriëntasie - Die vermoë om nuwe maniere te verken en te implementeer om dienste te lewer wat bydra tot die verbetering van munisipale prosesse om munisipale doelwitte te bereik - Aksie en uitkoms – Oriëntasie - Die vertoon van hoë werksetiek in die stel en bereiking van uitdagende doelwitte, die nakoming van spertye en die nakoming van beloftes. Dit manifesteer hom in 'n mens se vermoë om gefokus te bly op take, om energiek, aanhoudend en betroubaar te wees – Veerkragtigheid - Die vermoë om konstruktief op druk-/stressituasies te reageer en die vermoë om te volhard met doelwitte ten spyte van struikelblokke en terugslae - Etiek en aanspreeklikheid - Die vermoë om te innoveer en die status quo uit te daag en die vermoë om verandering te hanteer wat deur ander

gedryf word – Rigtinginstelling - Die vermoë om ander te motiveer en te inspireer om vrywillig hul beste te lewer in die rigting van 'n gemeenskaplike visie of doelwit - Impak en invloed - Die vermoë om 'n positiewe gesindheid by ander te inspireer en ander effektief te kan beïnvloed - Afrigting en mentorskap - Die vermoë om vaardighede, prestasie en potensiaal van ondergeskiktes te assesser en om hul ontwikkeling aan te moedig met die oog op die optimalisering van hul talent en potensiaal - Span Oriëntasie - Die vermoë om 'n samewerkende klimaat te bevorder, groepdinamika te verstaan en toepaslike fasiliteringstegnieke toe te pas in samewerking met ander om 'n gedeelde doel te bereik.

Standplaas:

Ashton

Status:

Permanente aanstelling

Vergoeding:

R 339 288 – R 440 424 (T11) per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid.

Navrae met betrekking tot pos:

Skakel Mnr AWJ Everson, Direkteur: Korporatiewe Dienste, by 023 615 8007

Wetstoepassings Beampte (Verw nr 18/2025)

Kwalifikasies/ Ervaring:

Graad 12, Basiese Wetstoepassings kwalifikasie, Kode B bestuurslisensie, Geen kriminele rekord, 2-5 jaar ondervinding

Sleutelprestasie gebiede:

Toepassing van munisipale verordeninge; Doen wetstoepassingspligte; Wet op die afdwinging van padverkeerswette; Woon hofsake by; Doen administratiewe pligte; Hantering van navrae

Byvoegdhede:

Kernprofessioneel – Gemeenskaps- en Kliëntfokus - Vermoë om op die kliënt te fokus en 'n diens van hoë gehalte te verskaf wat aangepas is om aan verskillende behoeftes in die gemeenskappe te voldoen - Probleemoplossing - Versamel inligting uit 'n reeks bronne en ontleed data om probleme en kwessies te identifiseer om doeltreffende besluite te neem - Onderhandeling en Beïnvloeding - Vermoë om ander te oorreed en te beïnvloed deur gebruik te maak van ander. In staat om oplossings te vind en te verkoop wat aanvaar sal word – Veerkragtigheid – Toon veerkragtigheid, selfs in moeilike omstandighede. Bereid om moeilike besluite te neem en het die selfvertroue om dit deur te sien – Kommunikasie – Kommunikeer idees en inligting effektief, beide mondelings en skriftelik. Gebruik taal en 'n styl van kommunikasie wat gepas is vir die situasie en mense wat aangespreek word, om 'n gemeenskaplike begrip te verseker - Etiek en Professionaliteit - Die vermoë om etiese kwessies en botsings van belange te identifiseer en te hanteer - Patroliering, Handhawing en Noodreaksie - Vermoë om veiligheids- en sekuriteitsprobleme vooruit te loop of daarop te reageer - Interpersoonlike verhoudings met die munisipaliteit - Die vermoë om binne die produk verhoudings te vestig en te handhaaf met die mense - Die vermoë om binne die produk en in stand te hou verhoudings met mense. om aandagtig te luister, kwessies te begryp, inligting op 'n duidelike wyse aan te bied en gepas te reageer op mondelinge en geskrewe kommunikasie van ander - Diensleweringsoriëntering - Die vermoë om nuwe maniere te verken en te implementeer om dienste te lewer wat bydra tot die verbetering van munisipale prosesse ten einde munisipale doelwitte te bereik - Kliëntteoriëntasie en kliëntfokus: Verstaan die diensbehoefte van 'n kliënt/kliënt (intern of ekstern) en fokus aktief daarop om die behoeftes te antisipeer, te ontmoet en te oortref op 'n tydigte en toepaslike wyse - Aksie- en Uitkoms-oriëntering - Die vertoon van

hoë werksetiek in die stel en bereik van uitdagende doelwitte, die nakoming van spertye en die nakoming van beloftes. Dit manifesteer in 'n mens se vermoë om gefokus te bly op taak, om energiek, volhardend en betroubaar te wees - Veerkragtigheid - Die vermoë om konstruktief te reageer op druk / stres situasies en die vermoë om doelwitte te volhard ten spyte van struikelblokke en terugslae - Veranderingsgereedheid - Die vermoë om te innoveer en die status quo uit te daag en die vermoë om inligting in te samel wat gedryf word deur ander te hanteer - Kognitiewe vermoë om verandering te hanteer, en omgaan met kompleksiteit en dubbelsinnigheid - Toon langtermyn denke, volg op 'n logiese wyse deur, bewus van gevolge en implikasies. Is in staat om die 'Groter prentjie' te sien - Leeroriëntasie - Die gewilligheid en motivering om te leer, kennis te bekom, insig te ontwikkel en te fokus op deurlopende selfverbetering - Spanoriëntasie - Die vermoë om 'n samewerkende klimaat te bevorder, groepdinamika te verstaan en toepaslike fasiliteringstegnieke toe te pas om saam met ander te werk om 'n gedeelde doel te bereik - Rigtingstelling - Die vermoë om 'n gemeenskaplike doel te skep en 'n duidelike visie te verkry vir ander verbintenisse tot die doelwitte - Afrigting en Mentorskap: Die vermoë om vaardighede, prestasie en potensiaal van ondergeskiktes te assesser en om hul ontwikkeling aan te moedig met die oog op die optimalisering van hul talent - Impak en Invloed - Die vermoë om 'n positiewe gesindheid by ander te inspireer en in staat te wees om ander effektief te beïnvloed.

Standplaas:

Langeberg gebied

Status:

Permanente aanstelling

Vergoeding:

R 201 456 – R 261 420 (T7) per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid.

Navrae met betrekking tot pos:

Kontak mnr AJ Dondolo, Snr Superintendent: Verkeersdienste, by 023 615 8053

DIREKTORAAT EKONOMIE, SOSIAAL EN GEÏNTEGREERDE ONTWIKKELINGSDIENSTE

Bediener & Stelsel Administrateur (Verw nr 19/2025)

Kwalifikasies/ Ervaring:

Nasionale Diploma IKT en/ of Rekenaar Wetenskap (NQF6), A+, N+, MCITP, MCSE, MCSA, ITIL of COBIT opleiding, 4 jaar Informasie Tegnologie tegniese ondersteuning ondervinding; Kode B bestuurslisensie

Sleutelprestasie gebiede:

Belyn, ko-ördineer en ondersteun die bediener-, berging- en kamerinfrastruktuur; Hanteer die beplannings-, verkrygings- en implementeringsproses, veranderingsbestuur en bediener-, berging- en bedienerkamerdiensbestuur; Deurlopende toesig oor bediener-, berging- en bedienerkamerdiensverskaffers; Bedieneronderhoud, insluitend virtuele omgewing-instandhouding, bergingonderhoud, eksterne dienste en rampherstelonderhoud; Tegniese toepassings en kommunikasie

Byvoegdhede:

Kernprofessioneel – Besigheidskommunikasie – Demonstreer die vermoë om kliënte te betrek by die omvang en implementering van oplossings om suksesvolle uitkomst te verseker – Organisasiebewustheid – Die vermoë om die sleuteldryfkragte in die sektor en die munisipaliteit te verstaan en om hierdie begrip toe te pas om die dienslewingsdoelwitte en -uitdagings te bereik – Konsultasie – Die vermoë om belanghebbendes se behoeftes en dinamika te verstaan en om kapasiteit binne die teikengehoor aan te

bied, aandag te gee om inligting op 'n duidelike wyse te kan luister en te luister. en gepas te reageer op mondelinge en skriftelike kommunikasie van ander - Beplanning en Organiserings - Die vermoë om die werkseenheid te beplan en organiseer deur doelwitstelling, doelwitte, teikens te gebruik, werkskemas en werkplanne met gepaardgaande hulpbronne en begrotings te skep, volgens die munisipaliteit se prosedures om die take, funksies, resultate van die werkseenheid te bereik - Monitoring en Beheer - Die vermoë om die resultate van delegasies, opdragte of projekte te monitor, met inagneming van die vaardighede, kennis en ervaring van die toegewese individu en die kenmerke van die opdrag of projek - Onderhandelings - Die vermoë om die verlangde doelwitte en ooreenkomste te bereik deur interaktiewe bespreking met óf interne óf eksterne partye. Effektiewe ondersoek van alternatiewe en posisies om uitkomst te bereik wat die ondersteuning en aanvaarding van alle partye verkry - Mondelinge Kommunikasie - Die vermoë om komplekse konsepte op 'n verstaanbare, oortuigende wyse te verwoord - Geskrewe Kommunikasie - Kommunikasie van komplekse inligting op 'n wyse wat verstaanbaar is (taal en formaat) aan die spesifieke gehoor - Inligtingstrategie - Vermoë om elektroniese stoorstrategieë vir die bestuur en leiding te ontwikkel - Advies en leiding - Vermoë om advies en leiding te verskaf oor spesifieke aspekte van IT - Besigheids- en IS&T-beplanning - Ontwikkel planne rondom sekuriteit, inligtingversekering en die innoverende implementering van strategiese inligtingstelsels - Tegniese Strategie en Beplanning - Demonstreer 'n vermoë om tegniese strategie vir die organisasie te ontwikkel en om die ontplooiing van toepaslike stelsels te beplan - Besigheidsveranderingstrategieë te verseker om bestuur te verseker en sensitiewe veranderingstrategieë te verseker. - Data-omskakeling - Demonstreer tegniese kundigheid in gestruktureerde en ongestruktureerde databerging - Bedryfswaardes - Die vermoë om verskillende vlakke van bedryfsdienste, planne en strategieë te implementeer om te verseker dat IT-infrastruktuur en toepassings funksioneel is - Installasie en Integrasie - Die vermoë om spesifieke hardeware- en sagteware-oplossings in verskillende omgewings te installeer - Gebruikersondersteuning Die vermoë om met IT-gebruikers te kommunikeer, te voorkom en probleme op te los namate dit interpersoonlike probleme voorkom en oplos - Die vermoë om produktiewe verhoudings met mense binne en buite die munisipaliteit te vestig en te handhaaf - Kommunikasie - Die vermoë om aandagtig te luister, kwessies te begryp, inligting op 'n duidelike wyse aan te bied en toepaslik te reageer op mondelinge en skriftelike kommunikasie van ander - Diensleweringsoriëntering - Die vermoë om nuwe maniere te verken en te implementeer om dienste te lewer wat bydra tot die verbetering van munisipale prosesse om die munisipale doelwitte te bereik - Oriëntasie van werk en uitkoms van hoë doelwit. uitdagende doelwitte, sperdatums haal en beloftes nakom. Dit manifesteer in 'n mens se vermoë om gefokus te bly op taak, om energiek, volhardend en betroubaar te wees - Veerkragtigheid - Die vermoë om konstruktief te reageer op druk/stres situasies en die vermoë om met doelwitte te volhard ten spyte van struikelblokke en terugslae - Kognitiewe vermoë - Die vermoë om inligting in te samel, kwessies te ontleed en kompleksiteit en dubbelsinnigheid te hanteer. Toon langtermyn denke, volg op 'n logiese wyse deur, bewus van gevolge en implikasies. Is in staat om die 'Bigger Picture' - Leer-oriëntasie te sien - Die gewilligheid en motivering om te leer, kennis te bekom, insig te ontwikkel en te fokus

op deurlopende selfverbetering - Impak en invloed - Die vermoë om 'n positiewe houding by ander te inspireer en ander effektief te kan beïnvloed - Spanoriëntasie - Die vermoë om 'n samewerkende klimaat te bevorder, groepsdinamika te verstaan en toepaslike fasiliteringstegnieke toe te pas in die werk met ander om 'n gedeelde doelwit te bereik vir 'n gemeenskaplike doelstelling en 'n duidelike doelstelling - Die rigting om 'n visie te skep. verkryging van inkoop en verbintenis tot die doelwitte - Afrigting en Mentorskap - Die vermoë om vaardighede, prestasie en potensiaal van ondergeskiktes te assesser en om hul ontwikkeling aan te moedig met die oog op die optimalisering van hul talent.

Standplaas:

Robertson

Status:

Permanente aanstelling

Vergoeding:

R 339 288 – R 440 424 (T11) per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid.

Navrae met betrekking tot pos: **Skakel Mnr UB Bakaco, Bestuurder: IKT, by 023 626 8201**

DIREKTORAAT FINANSIËLE DIENSTE

Snr Voorsieningskanaal Praktisyn (Verw nr 20/2025)

Kwalifikasies/ Ervaring:

Relevante 3 jaar tersiêre kwalifikasie, verkieslik in VKB / Logistiek / Verkryging; Rekenaargeletterdheid: MS Office; 5-8 jaar toepaslike ondervinding in VKB prosesse en 2 jaar in toesighoudende hoedanigheid; Kode B bestuurslisensie

Sleutelprestasie gebiede:

Bestuur die verkryging van goedere en dienste onder R 300 000 en verseker voldoening aan die Raad se beleid in die toepassing wat verband hou met verkryging en aanvraagbestuur, insluitend maar nie beperk nie tot kwotasiedokumente; Aanbeveling van voorkeurverskaffers en magtiging van amptelike bestellings; Toesig oor personeel; Verslagdoening aan Bestuurder: VKB; Rapporteer enige onreëlmatighede aan Bestuurder VKB; Administratiewe ondersteuning; Interne en eksterne kommunikasie; Personeelbestuur

Byvoegdhede

Kernprofessioneel – Mondelinge Kommunikasie - Die vermoë om komplekse konsepte op 'n verstaanbare, oortuigende wyse te verwoord - Geskrewe Kommunikasie - Kommunikasie van komplekse inligting op 'n wyse wat verstaanbaar is (taal en formaat) aan die spesifieke gehoor - Organisatoriese Bewustheid - Die vermoë om die sleuteldrywers in die sektor en die munisipaliteit te verstaan en om hierdie begrip toe te pas om die dienslewingskomponent te bereik om die probleemoplossingsdoelwitte en uitdagings te identifiseer - Die probleemoplossingsprobleme en uitdagings te identifiseer dele, om potensiele oplossings te genereer, om 'n opsie te kies en dit te implementeer - Beplanning en Organiserings - Die vermoë om aktiwiteite binne spesifieke tydraamwerke te beplan en dan hierdie aktiwiteite volgens plan uit te voer - Verkryging en Tenders - Bestuur die verkrygings- en tenderproses volgens heersende wetgewing, norme en standaarde - Inligtingsbestuur - Die insameling en ontleding van data, ten einde die bestuur daarvan af te sluit, te monitor en te monitor - bevele, monitor en bestuur om die verlangde uitsette en uitkomst te lewer - Projekbestuur - Vermoë om die take van self en ander te beplan, te koördineer en te beheer in die lewering, bedryf en instandhouding van infrastruktuur en ander take, volgens die vereiste spesifikasie en binne begroting en skedule - Finansiële Prosesbestuur - Vermoë om 'n effektiewe, ekonomiese

en doeltreffende VKB-funksie deur finansiële prosesse te ondersteun. - Interpersoonlike Verhoudings - Die vermoë om produktiewe verhoudings met mense binne en buite die munisipaliteit te vestig en te handhaaf - Kommunikasie - Die vermoë om aandagtig te luister, kwessies te begryp, inligting op 'n duidelike wyse aan te bied en toepaslik op mondelinge en skriftelike kommunikasie van ander te reageer - Diensleweringsoriëntering - Die vermoë om nuwe maniere te verken en te implementeer om dienste te lewer wat bydra tot die verbetering van munisipale prosesse in orde - Die doelwit van munisipale prosesse te bereik en hoë doelwit te bereik. werksetiek om uitdagende doelwitte te stel en te bereik, spertye na te kom en beloftes na te kom. Dit manifesteer hom in 'n mens se vermoë om gefokus te bly op take, om energiek, aanhoudend en betroubaar te wees - Veerkragtigheid - Die vermoë om konstruktief te reageer op druk / stres situasies en die vermoë om te volhard met doelwitte ten spyte van struikelblokke en terugslae - Etiek en aanspreeklikheid - Die vermoë om te innoveer en die status quo uit te daag en die vermoë om verandering te hanteer wat deur ander gedryf word - Impak en Invloed - Die vermoë om 'n positiewe houding by ander te inspireer en ander effektief te kan beïnvloed - Spanorientering - Die vermoë om 'n samewerkende klimaat te bevorder, groepdinamika te verstaan en toepaslike fasiliteringstegnieke toe te pas om saam met ander te werk om 'n duidelike doel te bereik om 'n duidelike doel te bereik. en visie vir ander met die oog op die verkryging van inkoop en verbintenis tot die doelwitte - Afrigting en Mentorskap - Die vermoë om vaardighede, prestasie en potensiaal van ondergeskiktes te assesser en om hul ontwikkeling aan te moedig met die oog op die optimalisering van hul talent.

Standplaas:

Ashton

Status:

Permanente aanstelling

Vergoeding:

R 400 572 - R 519 936 (T12) per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid

Navrae met betrekking tot pos:

Skakel Mnr S Ngcongolo, Bestuurder:
Voorsieningskanaalbestuur by 023 615 8057

Voorsieningskanaal Praktisyn (Verw nr 21/2025)

Kwalifikasies/ Ervaring:

Relevante 3 jaar tersiêre kwalifikasie, verkieslik in VKB / Logistiek / Verkryging; Rekenaargeletterdheid: MS Office; 2-5 jaar toepaslike ondervinding; Kode B bestuurslisensie

Sleutelprestasie gebiede:

Samestelling, opdateer en monitering van bodverwante prosesse; Monitering van bodspesifikasieproses; Monitering van bod-evalueringsproses; Verantwoordelik vir die oopmaak en opneem van bod; Monitor verval van geldigheidstydperk en berei dokumente voor vir goedkeuring van verlenging van geldigheidstydperk; Verantwoordelik vir aankoopfunksie in ooreenstemming met die voorsieningskanaalbestuursbeleid vir die munisipaliteit; Evaluering van minder as R30 000 (RFQ of direkte versoek om te kwoteer); Rapporteer aan Snr Praktisyn; Interne en eksterne kommunikasie

Byvoegdhede

Kernprofessioneel – Mondelinge Kommunikasie - Die vermoë om komplekse konsepte op 'n verstaanbare, oortuigende wyse te verwoord - Geskrewe Kommunikasie - Kommunikasie van komplekse inligting op 'n wyse wat verstaanbaar is (taal en formaat) aan die spesifieke gehoor - Organisatoriese Bewustheid - Die vermoë om die sleuteldrywers in die sektor en die munisipaliteit te verstaan en om hierdie begrip toe te pas om die diensleweringskomponent te bereik om die

probleemoplossingsdoelwitte en uitdagings te identifiseer - Die probleemoplossingsprobleme en uitdagings te identifiseer dele, om potensiele oplossings te genereer, om 'n opsie te kies en dit te implementeer - Beplanning en Organisering - Die vermoë om aktiwiteite binne spesifieke tydraamwerke te beplan en dan hierdie aktiwiteite volgens plan uit te voer - Verkryging en Tenders - Bestuur die verkrygings- en tenderproses volgens heersende wetgewing, norme en standaarde - Inligtingsbestuur - Die insameling en ontleding van data, ten einde die bestuur daarvan af te sluit, te monitor en te monitor - bevel, monitor en bestuur om die verlangde uitsette en uitkomste te lewer - Projekbestuur - Vermoë om die take van self en ander te beplan, te koördineer en te beheer in die lewering, bedryf en instandhouding van infrastruktuur en ander take, volgens die vereiste spesifikasie en binne begroting en skedule - Finansiële Prosesbestuur - Vermoë om 'n effektiewe, ekonomiese en doeltreffende VKB-funksie deur finansiële prosesse te ondersteun. - Interpersoonlike Verhoudings - Die vermoë om produktiewe verhoudings met mense binne en buite die munisipaliteit te vestig en te handhaaf - Kommunikasie - Die vermoë om aandagtig te luister, kwessies te begryp, inligting op 'n duidelike wyse aan te bied en toepaslik op mondelinge en skriftelike kommunikasie van ander te reageer - Diensleweringsoriëntering - Die vermoë om nuwe maniere te verken en te implementeer om dienste te lewer wat bydra tot die verbetering van munisipale prosesse in orde - Die doelwit van munisipale prosesse te bereik en hoë doelwit te bereik. werksietiek om uitdagende doelwitte te stel en te bereik, spertye na te kom en beloftes na te kom. Dit manifesteer hom in 'n mens se vermoë om gefokus te bly op take, om energiek, aanhoudend en betroubaar te wees - Veerkragtigheid - Die vermoë om konstruktief te reageer op druk / stres situasies en die vermoë om te volhard met doelwitte ten spyte van struikelblokke en terugslae - Etiek en aanspreeklikheid - Die vermoë om te innoveer en die status quo uit te daag en die vermoë om verandering te hanteer wat deur ander gedryf word - Impak en Invloed - Die vermoë om 'n positiewe houding by ander te inspireer en ander effektief te kan beïnvloed - Spanorientering - Die vermoë om 'n samewerkende klimaat te bevorder, groepdinamika te verstaan en toepaslike fasiliteringstegnieke toe te pas om saam met ander te werk om 'n duidelike doel te bereik om 'n duidelike doel te bereik. en visie vir ander met die oog op die verkryging van inkoop en verbintenis tot die doelwitte - Afrigting en Mentorskap - Die vermoë om vaardighede, prestasie en potensiaal van ondergeskiktes te assesser en om hul ontwikkeling aan te moedig met die oog op die optimalisering van hul talent.

Standplaas:

Ashton

Status:

Permanente aanstelling

Vergoeding:

R 339 288 – R 440 424 (T11) per jaar, asook die normale byvoordele soos van toepassing op 'n Plaaslike Owerheid

Navrae met betrekking tot pos:

Skakel Mnr S Ngcongolo, Bestuurder:
Voorsieningskanaalbestuur by 023 615 8057

Sluitingsdatum: 28 Maart 2025 om 12:00. Aansoeker (Aansoekvorm, CV, kwalifikasies, getuigskrif, ID en Bestuurslisensie) moet gestuur word na Ashton Kantoor **Fisiese adres:** Hoofweg 28, Ashton, 6715 of; **E-pos:** tcarstens@langeberg.gov.za; Verdere inligting is beskikbaar by die Bestuurder: Menslike Hulpbronne by Ashton Kantoor, Tel (023) 615 8035 en Menslike Hulpbronne Praktisyn: Me V Matthys by Tel (023) 615 8033 tydens normale kantoorure. Die aansoekvorm is op die munisipale webwerf (www.langeberg.gov.za) en by alle munisipale kantore beskikbaar

NB: Gunswerwing by Raadslede of enige lid van die Aanstellingskomitee sal aansoekers onmiddellik diskwalifiseer. Die Munisipaliteit is gebonde aan die beginsels van regstellende optrede soos uiteengesit in sy Diensbillikheidsplan. Aanzoekers wat teen 30 Mei 2025 nog geen terugvoer ontvang het nie, moet aanvaar dat hulle aansoeke nie geslaag het nie. CV's sal nie terugbesorg word nie. Geen aansoek sal oorweeg word as 'n aansoekvorm nie voltooi is nie. Die Munisipaliteit behou die reg voor om geen aanstelling te maak nie. Geen laat aansoeke sal aanvaar word nie. Alle suksesvolle kandidate se aanstellings is onderhewig aan die verifikasie van kwalifikasies en kriminele rekords. Indiensneming sal onderworpe wees aan die ondertekening van dienskontrakte en waar nodig, prestasie-ooreenkomste asook openbaarmaking van finansiële belange. U stem in dat die persoonlike inligting wat as deel van u aansoek ingedien word, gebruik mag word vir die doeleindes van die Werwing- en Keuringsproses.

DP LUBBE
Munisipale Bestuurder
Munisipale kantore
Hoofweg 28
ASHTON, 6715



The Langeberg Municipality (Western Cape Province) serves the towns Ashton, Robertson, Montagu, Bonnievale and McGregor in the picturesque Breede River Valley/Klein Karoo area, where people still live close to nature. Applications are hereby invited from persons with the necessary qualifications and experience for appointment in the following positions:

DIRECTORATE ENGINEERING SERVICES

Manager: Electrical Engineering Services (Re-advertisement) (Ref nr 13/2025)

Qualifications/ Experience:	A relevant B Engineering (NQF7) degree and eligibility for registration as Pr Engineer; Must be in possession of a Government Certificate of Competency; 10 years or more relevant experience; Code B driving licence; Computer literacy: MS Office
Key Performance Areas:	Manage and controlling of section; Manage the department's budget; Ensure Vehicle control; Provides an Administration function; Manage Personnel; Communicate with and liaise with the different departments; Manage and supervise capital projects; Monitor contract performance; Reporting to relevant Director
Competencies:	Functional - Management of work - Effectively manages own time and available resources and tools to ensure that work is completed efficiently and on time - Problem Solving - The ability to identify potential problems, to break the problems into components, to generate potential solutions, to choose an option and implement it - Planning and organizing - The ability to plan activities within specific time frames and to carry out these activities according to plan - Quality Orientation - Ensures high quality output, checks processes and tasks accurately and shows attention to detail - Workplace safety - The ability to identify and correct conditions affecting employee safety - Discipline specific skills - Demonstrates a satisfactory level of technical skill, knowledge, experience and qualifications relevant to the role - Service delivery orientation - The ability to explore and implement new ways to deliver services that contribute to the improvement of municipal processes to achieve municipal goals - Interpersonal relationships - The ability to establish and maintain productive relationships with people inside and outside the City - Service delivery orientation - The ability to explore and implement new ways to deliver services that contribute to the improvement of municipal processes to achieve municipal goals - Interpersonal relationships - The ability to establish and maintain productive relationships with people inside and outside the City hold – Communication - The ability to listen attentively, understand issues, present information in a clear manner and respond appropriately to oral and written communication from others - The ability to listen attentively, understand issues, present information in a clear manner and respond appropriately to oral and written

communication from others; Service delivery orientation – The ability to explore and implement new ways to deliver services that contribute to the improvement of municipal processes to achieve municipal goals; Personal – Action and outcome orientation – Exhibiting high work ethics in setting and achieving challenging goals, meeting deadlines and keeping promises. This manifests itself in one's ability to remain focused on task, to be energetic, persistent and reliable; Resilience – The ability to respond constructively to pressure/stress situations and the ability to persevere with goals despite obstacles and setbacks; Cognitive Ability – The ability to gather information, analyze issues and deal with complexity and ambiguity. Shows long-term thinking, follows through in a logical manner, aware of consequences and implications. Is able to see the 'Bigger Picture'; Readiness for change – The ability to innovate and challenge the status quo and the ability to cope with change driven by others; Learning orientation – The willingness and motivation to learn, acquire knowledge, develop insight and focus on continuous self-improvement; Management / Leadership – Impact and Influence – The ability to inspire a positive attitude in others and to be able to influence others effectively; Team Orientation – The ability to foster a collaborative climate, understand group dynamics and apply appropriate facilitation techniques in working with others to achieve a shared goal; Direction Setting – The ability to create a clear sense of common purpose and vision for others with a view to obtaining buy-in and commitment to the goals; Coaching and Mentoring – The ability to assess skills, performance and potential of subordinates and to encourage their development with a view to optimizing their talent

Place of work

Robertson

Status:

Permanent appointment

Remuneration:

R 659 064 – R 855 504 (T16) per annum as well as normal benefits as applicable to a Local Authority. Participation in perk vehicle scheme.

Enquiries regarding post:

Contact Mr D Louwrens, Director: Engineering Services, on 023 626 8248

Secretary: Electrical Services (Ref nr 14/2025)

Qualifications/ Experience:

Grade 12, Computer literacy: MS Office; 2-5 years relevant experience

Key Performance Areas:

Execute all secretarial duties of Manager; Administrative functions; Arrange appointments and co-ordinate the Manager's diary; Liaise, co-ordinate and organize all activities of the Manager; Handle all telephone calls of the Manager; Be accountable for the general tidiness of the Manager's office; Ensure confidentiality

Competencies:

Core Professional - Written Communication - The ability to communicate in writing as appropriate to specific audiences - Oral Communication - The ability to articulate a message in an understandable and convincing manner - Attention to detail - Ability to scrutinise own work and that of others to ensure accuracy and compliance with the relevant municipal standards – Influencing - The ability to interact with others and influence them to adopt the best alternative from a range of options - Ethics and Professionalism - The ability to identify and deal with ethical issues and conflicts of interest - Organisational Awareness - The ability to understand the Municipality's objective, and the impact of decisions on the community and the functioning of the department - Problem Solving - The ability to identify potential problem areas, to break the problem into component parts, generates potential solutions, select an option

and implement it - Planning and Organising - The ability to plan activities within specific timeframes and then to execute these activities according to plan - Business processes - Ability to engage with systems or component processes and make continuous improvements - Use of technology - The ability to utilise technology in the workplace to optimise functioning of the Municipality - Data processing & Analysis - Ability to process data and bring out about improvements in the way in which it is processed - Interpersonal Relationships - The ability to establish and maintain productive relationships with people within and outside of the Municipality – Communication - The capacity to listen attentively, grasp issues, present information in a clear manner and respond appropriately to verbal and written communication of others - Service delivery Orientation - The ability to explore and implement new ways of delivering services that contribute to the improvement of municipal processes in order to achieve municipal goals - Client Orientation And Customer Focus - Understands the service needs of a client/customer - (internal or external) and actively focusses on anticipating, meeting and exceeding he needs in a timely and appropriate manner - Action Orientation - The display of high work ethic in setting and achieving challenging goals, meeting deadlines and keeping promise. It manifests itself in one's ability to stay focused on task, to be energetic, persistent and reliable – Resilience - The ability to respond constructively to pressure/stress situations and the ability to persist with goals despite obstacles and setbacks - Change readiness - The ability to innovate and challenge the status quo and the ability to cope with change driven by others - Cognitive ability - The ability to gather information analyse issues and deal with complexity and ambiguity. Shows long-term thinking, follows through in a logical manner, aware of consequences and implications. Is able to see the 'Bigger Picture' - Learning orientation - The willingness and motivation to learn, acquire knowledge, develop insight and focus on continuous self-improvement - Impact and influence - The ability to inspire a positive attitude in others and be able to influence others effectively - Team orientation - The capacity to promote a cooperative climate, understand group dynamics and apply appropriate facilitation techniques in working with others to achieve a shared goal - Direction setting - The ability to create a clear sense of common purpose and vision for others with a view to obtaining buy-in and commitment to the goals - Coaching and Mentoring - The ability to assess skills, performance and potential of subordinates and to encourage their development with the view of optimising their talent.

Place of work:

Robertson

Status:

Permanent appointment

Remuneration:

R 166 560 – R 216 240 (T6) per annum as well as normal benefits as applicable to a Local Authority

Enquiries regarding post:

Contact Mr D Louwrens, Director: Engineering Service, at 023 615 8200

Workshop Attendant (Ref nr 15/2025)

Qualifications/ Experience:

Basic literacy; 0-1 years experience, Code B driving licence

Key Performance Areas:

Assist the Artisan with maintenance of vehicles; Maintain tools and equipment; Use of equipment, tools and material

Competencies:

Functional – Managing Work – General labouring activities. Coordinating work with the work schedules of others, i.e. contractors etc.; Workplace Safety- Safety around the workplace / workspace. Ensures work area and workspace is clean; Task Accountability –

The ability to understand and follow basic instructions and be held accountable for task accomplishment; Quality Orientation – Tools and equipment storage and care. Ensures that tools are secured, stored and used according to specifications; Oral communication – Interact with co-workers to coordinate work. Interact with supervisors to receive work assignments; Public Service Orientation – Service Delivery Orientation – The ability to explore and implement new ways of delivering services that contribute to the improvement of municipal processes in order to achieve municipal goals; Interpersonal relationships – The ability to establish and maintain productive relationships with people within and outside of the Municipality; Communication - The capacity to listen attentively, grasp issues, present information in a clear manner and respond appropriately to verbal and written communication of others; Personal – Action Orientation – The ability to stay focused on a task, to be energetic, persistent and reliable; Resilience- The ability to persist with actions / work deliverables despite obstacles; Accountability and Ethical Conduct – Ability to display standards of ethical and moral conduct to promote trust and to adhere to codes of good practice; Learning Orientation – The willingness and motivation to learn, acquire knowledge, develop insight and focus on continuous self improvement; Impact and Influence - The ability to inspire a positive attitude in others and be able to influence others effectively; Team Orientation – The capacity to promote a cooperative climate in working with others to achieve a shared goal

Place of work:

Robertson

Status:

Permanent appointment

Remuneration:

R 129 048 – R 162 732 (T4) per annum as well as normal benefits applicable to a Local Authority.

Enquiries regarding post:

Contact Mr CGH Posthumus, Snr Manager: Civil Engineering, at 023 615 8062

DIRECTORATE CORPORATE SERVICES

Chief: Traffic Services (Re-advertisement) (Ref nr 16/2024)

Qualifications/ Experience:

Relevant B degree or B-Tech / policing degree (NQF7); Basic Training Qualification; No criminal record, Firearm proficiency; 8 years' or more relevant experience required inclusive of proven supervisory / managerial experience; Code B driving licence; Computer literacy: MS Office

Key Performance Areas:

Traffic Services management; Budget control and risk management; Management and statutory requirements; Management of performance, productivity and personnel; Contract management; Relationship management and communication; Administration functions; Special project management tasks; Emergency management; Internal and external communication

Competencies:

Core Professional - Problem Solving - The ability to gather information, analyse issues and deal with complexity and ambiguity. Shows long-term thinking, follows through in a logical manner, aware of consequences and implications. Is able to see the 'Bigger Picture' - Planning and Organising - The ability to plan and organise the work unit using goal setting, objectives, targets, creating work schedules and work plans with associated resources and budgets, according to the municipality's procedures to achieve the tasks, functions, results of the work unit - Organisational Awareness - Drives equitable service delivery taking into account how political and service issues,

program, policies and decisions impact public interest / concerns - Discipline Specific Skills - Having achieved a satisfactory level of technical and professional skill or knowledge in position related areas; keeping up with current developments and trends in areas of expertise - People Management - Manages and encourages people, optimises their outputs and effectively manages relationships in order to achieve municipal goals - Task Management - Plans, manages, monitors and evaluates specific activities in order to deliver the desired outputs and outcomes - Work Place Safety - The ability to assess the needs of employees and linking that to the municipality's policies on health, safety and wellness – Budgeting - Maximises the municipalities' business sense and displays a sound business understanding in applying the most effective management practices to achieve municipality and department financing goals and objectives - Interpersonal Relationships - The ability to establish and maintain productive relationships with people within and outside of the Municipality – Communication - The capacity to listen attentively, grasp issues, present information in a clear manner and respond appropriately to verbal and written communication of others - Service Delivery Orientation - The ability to explore and implement new ways of delivering services that contribute to the improvement of municipal processes in order to achieve municipal goals - Action and outcome Orientation - The display of high work ethic in setting and achieving challenging goals, meeting deadlines and keeping promises. It manifests itself in one's ability to stay focused on tasks, to be energetic, persistent and reliable – Resilience - The ability to respond constructively to pressure / stress situations and the ability to persist with goals despite obstacles and setbacks - Ethics and Accountability - The ability to innovate and challenge the status quo and the ability to cope with change driven by others - Direction Setting - The ability to motivate and inspire others to voluntarily give off their best in working towards a common vision or goal - Impact and Influence - The ability to inspire a positive attitude in others and be able to influence others effectively - Coaching and Mentoring - The ability to assess skills, performance, and potential of subordinates and to encourage their development with the view of optimising their talent and potential - Team Orientation - The capacity to promote a cooperative climate, understand group dynamics and apply appropriate facilitation techniques in working with others to achieve a shared goal.

Place of work:

Ashton

Status:

Permanent appointment

Remuneration:

R 659 064 – R 855 504 (T16) per annum as well as normal benefits as applicable to a Local Authority. Participation in Council's perk vehicle scheme.

Enquiries regarding post:

Contact Mr AWJ Everson, Director: Corporate Services, at 023 615 8007

Note: Applicants who have previously applied should not apply again. The previous applications will also be considered

Assistant Superintendent: Traffic Services (Ref nr 17/2025)

Qualifications/ Experience::

Appropriate National Diploma; Traffic Officers Diploma, No criminal record; 5 years or more relevant experience required, including proven supervisory experience; Code B driving licence; Computer

	literacy: MS Office; Execute standby duties and working under unsafe circumstances
Key Performance Areas:	Supervision and control of traffic officers; Administration functions; Ensure service delivery; Ensure enforcement of specific municipal by-laws, road traffic and safety regulations; Assist with testing of driving licences; Assist with examining of vehicles; Ensuring that correct decisions are made in terms of road traffic management; Co-ordinate specific activities during disasters/emergencies
Competencies:	Core Professional - Problem Solving - The ability to gather information, analyse issues and deal with complexity and ambiguity. Shows long-term thinking, follows through in a logical manner, aware of consequences and implications. Is able to see the 'Bigger Picture' - Planning and Organising - The ability to plan and organise the work unit using goal setting, objectives, targets, creating work schedules and work plans with associated resources and budgets, according to the municipality's procedures to achieve the tasks, functions, results of the work unit - Organisational Awareness - Drives equitable service delivery taking into account how political and service issues, program, policies and decisions impact public interest / concerns - Discipline Specific Skills - Having achieved a satisfactory level of technical and professional skill or knowledge in position related areas; keeping up with current developments and trends in areas of expertise - People Management - Manages and encourages people, optimises their outputs and effectively manages relationships in order to achieve municipal goals - Task Management - Plans, manages, monitors and evaluates specific activities in order to deliver the desired outputs and outcomes - Work Place Safety - The ability to assess the needs of employees and linking that to the municipality's policies on health, safety and wellness - Budgeting - Maximises the municipalities' business sense and displays a sound business understanding in applying the most effective management practices to achieve municipality and department financing goals and objectives - Interpersonal Relationships - The ability to establish and maintain productive relationships with people within and outside of the Municipality - Communication - The capacity to listen attentively, grasp issues, present information in a clear manner and respond appropriately to verbal and written communication of others - Service Delivery Orientation - The ability to explore and implement new ways of delivering services that contribute to the improvement of municipal processes in order to achieve municipal goals - Action and outcome Orientation - The display of high work ethic in setting and achieving challenging goals, meeting deadlines and keeping promises. It manifests itself in one's ability to stay focused on tasks, to be energetic, persistent and reliable - Resilience - The ability to respond constructively to pressure / stress situations and the ability to persist with goals despite obstacles and setbacks - Ethics and Accountability - The ability to innovate and challenge the status quo and the ability to cope with change driven by others - Direction Setting - The ability to motivate and inspire others to voluntarily give off their best in working towards a common vision or goal - Impact and Influence - The ability to inspire a positive attitude in others and be able to influence others effectively - Coaching and Mentoring - The ability to assess skills, performance, and potential of subordinates and to encourage their development with the view of optimising their talent and potential - Team Orientation - The capacity to promote a cooperative climate, understand group dynamics and apply appropriate facilitation techniques in working with others to achieve a shared goal.

Place of work:	Ashton
Status:	Permanent appointment
Remuneration:	R 339 288 – R 440 424 (T11) per annum as well as normal benefits as applicable to a Local Authority.
Enquiries regarding post:	Contact Mr AWJ Everson, Director: Corporate Services, at 023 615 8007

Law Enforcement Officer (Ref nr 18/2025)

Qualifications/ Experience::	Grade 12, Basic Law Enforcement qualification: Code B driving licence; No criminal record; 2-5 years experience
Key Performance Areas:	Application of municipal by-laws; Doing law enforcement duties; Enforcement of Road Traffic Act; Attend court cases; Doing administrative duties; Handling of enquiries
Competencies:	Core professional – Community and Customer Focus - Ability of focus on the customer and provide a high-quality service that is tailored to meet differing needs in the communities served - Problem Solving - Gathers information from a range of sources and analyses data to identify problems and issues in order to make effective decisions - Negotiation and Influencing - Ability to persuade and influence others using logic and reason. Able to find and sell solutions that will be accepted – Resilience - Shows resilience, even in difficult circumstances. Prepared to make difficult decisions and has the confidence to see them through – Communication - Communicates ideas and information effectively, both verbally and in writing. Uses language and a style of communication that is appropriate to the situation and people being addressed, ensuring a common understanding - Ethics and Professionalism - The ability to identify and deal with ethical issues and conflicts of interest - Patrol, Enforcement and Emergency Response - Ability to pre-empt or respond to safety and security problems - Interpersonal Relationships - The ability to establish and maintain productive relationships with people within and outside of the Municipality – Communication - The capacity to listen attentively, grasp issues, present information in a clear manner and respond appropriately to verbal and written communication of others - Service Delivery Orientation - The ability to explore and implement new ways of delivering services that contribute to the improvement of municipal processes in order to achieve municipal goals - Client Orientation and Customer Focus: Understands the service needs of a client / customer (internal or external) and actively focuses on anticipating, meeting and exceeding the needs in a timely and appropriate manner - Action and Outcome Orientation - The display of high work ethic in setting and achieving challenging goals, meeting deadlines and keeping promises. It manifests itself in one's ability to stay focused on task, to be energetic, persistent and reliable – Resilience - The ability to responds constructively to pressure / stress situations and the ability to persist goals despite obstacles and setbacks - Change Readiness - The ability to innovate and challenge the status quo and the ability to cope with change driven by others - Cognitive ability - The ability to gather information, analyse issues and deal with complexity and ambiguity. Shows long-term thinking, follows through in a logical manner, aware of consequences and implications. Is able to see the 'Bigger Picture' - Learning Orientation - The willingness and motivation to learn, acquire knowledge, develop insight and focus on continuous self-improvement - Team Orientation - The capacity to promote a cooperative climate, understand group dynamics and apply appropriate facilitation

techniques in working with others to achieve a shared goal -
Direction Setting - The ability to create a clear sense of common purpose and vision for others with a view to obtaining buy-in and commitment to the goals - Coaching and Mentoring: The ability to assess skills, performance, and potential of subordinates and to encourage their development with the view of optimizing their talent -
Impact and Influence - The ability to inspire a positive attitude in others and be able to influence others effectively.

Place of work: Langeberg area
Status: Permanent appointment
Remuneration: R 201 456 – R 261 420 (T7) per annum as well as normal benefits as applicable to a Local Authority.
Enquiries regarding post: **Contact Mr AJ Dondolo, Snr Superintendent: Traffic Services, at 023 615 8053**

DIRECTORATE ECONOMIC, SOCIAL AND INTEGRATED DEVELOPMENT SERVICES

Server & Systems Administrator (Ref nr 19/2025)

Qualifications/ Experience: National Diploma in ICT and/ or Computer Science (NQF6), A+, N+, MCITP, MCSE, MCSA, ITIL or COBIT training; 4 years Information Technology technical support experience; Code B driving licence

Key Performance Areas: Aligning requirements to support priorities and the work programme; Coordinate and support IT Server, storage and server room infrastructure; Planning, sourcing and implementation process, Change management and server, storage and server room services management; Ongoing supervision and oversight of server, storage and server room service providers; Server maintenance including virtual environment maintenance; Storage maintenance, External services and disaster recovery site maintenance; Technical applications; Communication; General functions

Competencies: Core professional – Business Communication - Demonstrates the ability to involve customers in scoping and implementing solutions to ensure successful outcomes - Organisational Awareness - The ability to understand the key drivers in the sector and the municipality and to apply this understanding to meet the service delivery objectives and challenges – Consulting - The ability to understand stakeholder needs and dynamics and to build capacity within the target audience through the ability to listen attentively, grasp issues, present information in a clear manner and respond appropriately to verbal and written communication of others - Planning and Organising - The ability to plan and organise the work unit using goal setting, objectives, targets, creating work schedules and work plans with associated resources and budgets, according to the municipality's procedures to achieve the tasks, functions, results of the work unit - Monitoring and Control -The ability to monitor the results of delegations, assignments, or projects, considering the skills, knowledge, and experience of the assigned individual and the characteristics of the assignment or project - Negotiation - The ability to achieve the desired objectives and agreements through interactive discussion with either internal or external parties. Effectively exploring alternatives and positions to reach outcomes that gain the support and acceptance of all parties - Oral Communication - The ability to articulate complex concepts in an understandable, convincing manner - Written Communication - Communication of complex information in a manner that is understandable (language

and format) to the specific audience - Information Strategy - Ability to develop strategies for the management and storage of electronic content - Advice and Guidance - Ability to provide advice and guidance on specific aspects of IT - Business and IS&T Planning - Develops plans around security, information assurance and the innovative implementation of strategic information systems - Technical Strategy and Planning - Demonstrates an ability to develop technical strategy for the organisation and to plan the rollout of appropriate systems - Business Change Management - Demonstrates sensitivity to change management issues and develops strategies to ensure successful IT implementations - Data Conversion - Demonstrates technical expertise in structured and unstructured data storage - Operations - The ability to implement differing levels of operational services, plans and strategies to ensure that IT infrastructure and applications are functional - Installation and Integration - The capacity to install specific hardware and software solutions in different environments - User Support The ability to interact with IT users, pre-empt problems and risks and resolve issues as they occur - Interpersonal Relationships - The ability to establish and maintain productive relationships with people within and outside of the municipality – Communication - The capacity to listen attentively, grasp issues, present information in a clear manner and respond appropriately to verbal and written communication of others - Service delivery Orientation - The ability to explore and implement new ways of delivering services that contribute to the improvement of municipal processes in order to achieve municipal goals - Action and outcome Orientation - The display of high work ethic in setting and achieving challenging goals, meeting deadlines and keeping promises. It manifests itself in one's ability to stay focused on task, to be energetic, persistent and reliable – Resilience - The ability to respond constructively to pressure/stress situations and the ability to persist with goals despite obstacles and setbacks - Cognitive ability - The ability to gather information, analyse issues and deal with complexity and ambiguity. Shows long-term thinking, follows through in a logical manner, aware of consequences and implications. Is able to see the 'Bigger Picture' - Learning orientation - The willingness and motivation to learn, acquire knowledge, develop insight and focus on continuous self-improvement - Impact and influence - The ability to inspire a positive attitude in others and can influence others effectively - Team orientation - The capacity to promote a cooperative climate, understand group dynamics and apply appropriate facilitation techniques in working with others to achieve a shared goal - Direction setting - The ability to create a clear sense of common purpose and vision for others with a view to obtaining buy-in and commitment to the goals - Coaching and Mentoring - The ability to assess skills, performance and potential of subordinates and to encourage their development with the view of optimising their talent.

Place of work:

Robertson

Status:

Permanent appointment

Remuneration:

R 339 288 – R 440 424 (T11) per annum as well as normal benefits as applicable to a Local Authority.

Enquiries regarding post:

Contact Mr UB Bakaco, Manager ICT, at 023 626 8201

DIRECTORATE FINANCIAL SERVICES

Snr Supply Chain Practitioner (Ref nr 20/2025)

Qualifications/ Experience::	Relevant 3 year tertiary qualification, preferably in SCM / Logistics / Procurement; Computer literacy: MS Office; 5-8 years experience in SCM processes of which 2 years in supervisory position; Code B driving licence
Key Performance Areas:	Manage the procurement of goods and services below R300 000 and ensure compliance to council's policies in applications associated with acquisition and demand management, including but not limited to; Quotation documents, recommending of preferred suppliers and authorisation of official orders; Supervision of personnel; Reporting to Manager: SCM ; Report on any irregularities to Manager SCM; Administrative support; Internal and external communication; Personnel Management.
Competencies:	Core professional – Oral Communication - The ability to articulate complex concepts in an understandable, convincing manner - Written Communication - Communication of complex information in a manner that is understandable (language and format) to the specific audience - Organisational Awareness - The ability to understand the key drivers in the sector and the municipality and to apply this understanding to meet the service delivery objectives and challenges - Problem Solving - The ability to identify potential problems, to break the problems into component parts, to generate potential solutions, to select an option and implement it - Planning and Organising - The ability to plan activities within specific timeframes and then to execute these activities according to plan - Procurement and Tenders - Manages the procurement and tenders process according to prevailing legislation, norms and standards - Information management - The gathering and analysis of data, in order to conclude thereon - Task management - Plans, manages, monitors and evaluates specific activities in order to deliver the desired outputs and outcomes - Project Management - Ability to plan, co-ordinate and control the tasks of self and others in the delivery, operations and maintenance of infrastructure and other tasks, to the required specification and within budget and schedule - Financial Process Management - Ability to support an effective, economic and efficient SCM function through financial processes. - Interpersonal Relationships - The ability to establish and maintain productive relationships with people within and outside of the municipalit – Communication-The capacity to listen attentively, grasp issues, present information in a clear manner and respond appropriately to verbal and written communication of others - Service Delivery Orientation - The ability to explore and implement new ways of delivering services that contribute to the improvement of municipal processes in order to achieve municipal goals - Action and outcome – Orientation - The display of high work ethic in setting and achieving challenging goals, meeting deadlines and keeping promises. It manifests itself in one's ability to stay focused on tasks, to be energetic, persistent and reliable – Resilience - The ability to respond constructively to pressure / stress situations and the ability to persist with goals despite obstacles and setbacks - Ethics and Accountability - The ability to innovate and challenge the status quo and the ability to cope with change driven by others - Impact and Influence - The ability to inspire a positive attitude in others and be able to influence others effectively - Team Orientation - The capacity to promote a cooperative climate, understand group dynamics and apply appropriate facilitation techniques in working with others to achieve a shared goal - Direction Setting - The ability to create a clear sense of common purpose and vision for others with a view to obtaining buy in and commitment to the goals - Coaching and

	Mentoring - The ability to assess skills, performance, and potential of subordinates and to encourage their development with the view of optimising their talent.
Place of work:	Ashton
Status:	Permanent appointment
Remuneration:	R 400 572 - R 519 936 (T12) per annum as well as normal benefits as applicable to a Local Authority.
Enquiries regarding post:	Contact Mr S Ngcongolo, Manager: Supply Chain Management at 023 615 8057

Supply Chain Practitioner (Ref nr 21/2025)

Qualifications/ Experience:	Relevant 3 year tertiary qualification, preferably in SCM / Logistics / Procurement; Computer literacy: MS Office; 2-5 years experience; Code B driving licence
Key Performance Areas:	Compile, update and monitoring of bidding and bidding related processes; Monitoring of Bid Specification Process; Monitoring of Bid Evaluation Process; Responsible for opening and recording of bids; Monitor lapsing of validity period and prepare documents for approval of extension of validity period; Responsible for buyer function in accordance with the supply chain management policy for the municipality; Evaluation of below R 30 000 (RFQ or direct request to quote); Reporting to Snr Practitioner; Internal and External communication
Competencies:	Core professional – Oral Communication - The ability to articulate complex concepts in an understandable, convincing manner - Written Communication - Communication of complex information in a manner that is understandable (language and format) to the specific audience - Organisational Awareness - The ability to understand the key drivers in the sector and the municipality and to apply this understanding to meet the service delivery objectives and challenges - Problem Solving - The ability to identify potential problems, to break the problems into component parts, to generate potential solutions, to select an option and implement it - Planning and Organising - The ability to plan activities within specific timeframes and then to execute these activities according to plan - Procurement and Tenders - Manages the procurement and tenders process according to prevailing legislation, norms and standards - Information management - The gathering and analysis of data, in order to conclude thereon - Task management - Plans, manages, monitors and evaluates specific activities in order to deliver the desired outputs and outcomes - Project Management - Ability to plan, co-ordinate and control the tasks of self and others in the delivery, operations and maintenance of infrastructure and other tasks, to the required specification and within budget and schedule - Financial Process Management - Ability to support an effective, economic and efficient SCM function through financial processes. - Interpersonal Relationships - The ability to establish and maintain productive relationships with people within and outside of the municipalit – Communication-The capacity to listen attentively, grasp issues, present information in a clear manner and respond appropriately to verbal and written communication of others - Service Delivery Orientation - The ability to explore and implement new ways of delivering services that contribute to the improvement of municipal processes in order to achieve municipal goals - Action and outcome – Orientation - The display of high work ethic in setting and achieving challenging goals, meeting deadlines and keeping promises. It

manifests itself in one's ability to stay focused on tasks, to be energetic, persistent and reliable – Resilience - The ability to respond constructively to pressure / stress situations and the ability to persist with goals despite obstacles and setbacks - Ethics and Accountability - The ability to innovate and challenge the status quo and the ability to cope with change driven by others - Impact and Influence - The ability to inspire a positive attitude in others and be able to influence others effectively - Team Orientation - The capacity to promote a cooperative climate, understand group dynamics and apply appropriate facilitation techniques in working with others to achieve a shared goal - Direction Setting - The ability to create a clear sense of common purpose and vision for others with a view to obtaining buy in and commitment to the goals - Coaching and Mentoring - The ability to assess skills, performance, and potential of subordinates and to encourage their development with the view of optimising their talent.

Place of work:

Ashton

Status

Permanent appointment

Remuneration:

R 339 288 – R 440 424 (T11) per annum as well as normal benefits as applicable to a Local Authority

Enquiries regarding post:

Contact Mr S Ngcongolo, Manager: Supply Chain Management at 023 615 8057

Closing date: 28 March 2025 at 12:00. Applications (Application form, CV, qualifications, testimonial, ID and driver's licence) must be submitted to the Municipal Manager at **Physical Address:** 28 Main Road, Ashton, 6715; **E-mail:** tcarstens@langeberg.gov.za; Further information is available from the Manager: Human Resources at Tel (023) 615 8035 and Human Resources Practitioner: Ms V Matthys at Tel: (023) 615 8033 during normal office hours. The application form can be obtained from the municipal website (www.langeberg.gov.za) and is at all administrative municipal offices available.

NB: Canvassing of Council members or any member of the Appointment Committee will immediately disqualify applicants. The Municipality is bound by the principles of affirmative action as set out in its Employment Equity Plan. Applicants that have not received any feedback by 30 May 2025 must accept that their applications were unsuccessful. CV's will not be returned. No application will be considered if an application form is not completed. The Municipality have the right not to make an appointment. No late applications will be accepted. All successful candidates' appointments are subject to verification of qualifications and criminal records. Appointment will be subjected to the signing of a service contract and where applicable performance contract as well as disclosure of financial interest. You are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection process.

DP LUBBE
Municipal Manager
Municipal Offices
28 Main Road
ASHTON, 6715