



EXTERNAL VACANCY

The **OVERBERG DISTRICT MUNICIPALITY** has the following vacancy in the Directorate: Community Services, Department Roads Services, to be filled permanently as soon as possible.

PROFESSIONAL OFFICER (RE-GRAVEL & CONCRETE)

Requirements: A relevant National Diploma in Engineering and registered as a Pr Techni Eng. Five (5) to Eight (8) years of relevant experience post registration in Re-Gravelling and concrete works. Computer literacy: MS Office. Valid Code B Driver's license. Experience in construction, reseal, maintenance works will be an advantage.

Other Requirements: The incumbent must perform well-defined activities. Applies a known body of knowledge. Works independently and seeks advice as and when required. Supervises and coordinates teams. Applicants must be literate in at least two of the three Official Languages of the Western Cape.

Responsibilities/ Duties: The incumbent is responsible to coordinate and control the road network operations within the Overberg area. Monitor and evaluate progress with regards to re-gravelling and concrete works. Ensure quality control is met during re-gravelling and concrete works. Ensure that technical specifications and standards are maintained throughout projects. Ensure completion of tasks in projected timeframe. Prepare reports and be responsible for general administrative tasks related to work. Be responsible day-to-day logistical arrangements. Enforce discipline and ensure that Health and Safety standards are met. Evaluate subordinates. Network and capacity build with other departments and public entities.

The competency level for this position is a level 2 as stipulated in Annexure A of the Municipal Staff Regulations Government Notice No. 890 as promulgated in Government Gazette 45181 dated 20 September 2021 and comprises of the following competencies.

| Core Professional Competencies | Functional Competencies | Public Service Orientation Competencies | Personal Competencies | Management/ Leadership Competencies |
|---|--|--|---|---|
| <ul style="list-style-type: none"> • Planning • Organisational awareness • Attention to detail | <ul style="list-style-type: none"> • Design • Project Management • Construction • Operations and Maintenance | <ul style="list-style-type: none"> • Interpersonal relationships • Service delivery orientation • Communication | <ul style="list-style-type: none"> • Action and outcome Orientation • Resilience • Change readiness • Cognitive ability • Learning orientation • Accountability and ethical conduct | <ul style="list-style-type: none"> • Impact and influence • Team orientation • Direction Setting • Coaching and Mentoring |

Job related enquiries: Mr M Van Eeden (028 425 1157)

Salary: T-14= R 478 632 - R 621 276 per annum plus the normal fringe benefits of a Local Authority. Essential Motor Scheme applicable to this position.

Closing date: 30 November 2023

All applications must be submitted on the prescribed ODM application form, (found on www.odm.org.za) together with a detailed CV, certified copies of original qualifications, ID document and driver's licence, the names of three references from current and previous employers including their current e-mail addresses. All documents are to be returned to the Department: Human Resources, 26 Long Street, Bredasdorp 7280, for attention Ms Anita August or emailed to aaugust@odm.org.za. Incomplete and late applications and applications with no proof of requirements will not be processed or considered.

Please note:

1. Overberg District Municipality is committed to Equal Opportunity. Candidates from designated groups, are encouraged to apply.
2. It would be expected of candidates to be subjected to evaluations and that previous and current employers, as well as references, will be contacted. Verification will be done on qualifications, criminal and credit records.
3. Overberg District Municipality complies with the Protection of Personal Information Act (POPIA), Act 4 of 2013. Applicants agree that their personal information may be recorded and processed by the Municipality.
4. If no notification is received within 90 days, please regard your application as unsuccessful. The right not to make an appointment or to re-advertise is reserved by council.
5. The permanent appointment includes the signing of an employment contract, declaration of interest and performance agreement.
6. The appointed employee will be appointed on a minimum probationary period of three months and a maximum probationary period of twelve months.