



# SALDANHA BAAI BAY

MUNISIPALITEIT | MUNICIPALITY | uMASIPALA

T: (022) 701 7000 • F: (022) 715 1518 • mun@sbm.gov.za • www.sbm.gov.za

## TEMPORARY EMPLOYMENT UNDER THE EXTENDED PUBLIC WORKS PROGRAMME (MONTH TO MONTH CONTRACT)

### SECURITY GUARDS (GRADE: C) EIGHTY POSITIONS (80)

### VREDENBURG (34), SALDANHA (40), AND LAINGVILLE (6)

We are looking for dedicated Security Officers to ensure the safety and security of our premises, assets, staff, and visitors. The Security Officer's responsibilities include patrolling the premises, setting up security controls, monitoring property access, investigating suspicious behavior, and enforcing company policies.

**KEY REQUIREMENTS** • Grade 12 with a minimum of 3 years proven work experience as a Security Officer • Must be trained as a Security Officer and must be registered with PSIRA (Grade C) • Excellent knowledge of public safety and security procedures/protocols • Must be able to work shifts and overtime in line with operational requirements • Must be able to conduct work in an honest, ethical, and professional manner • Must be able to read, write, and speak English and other South African languages • Must be able to follow company sets of procedures and routines • Must be able to work comfortably with diverse groups of people and across all levels • Must be able to work independently and in a team environment • Daily tasks will include but will not be limited to • Monitor and authorize entrance and departure of employees and visitors to guard against theft • Monitor the signing of the staff attendance and visitors register daily • Reacting to emergencies as per security guidelines • Proof of residence for the listed areas within the Saldanha Bay municipal jurisdiction.

**CLOSING DATE: 6 NOVEMBER 2020 at 12:00**

**HOW TO APPLY:** Application forms, together with a comprehensive CV and certified copies of relevant qualifications, and proof of SAP 365 should be addressed and submitted to:

**The Saldanha Bay Law Enforcement Office, School street, Vredenburg 7380. Enquiries can be directed to the Law Enforcement department on (022) 701 6816 or (022) 701 6912**

**Application forms can be collected and submitted at the Law Enforcement Office during office hours between 08:00 – 16:30 or can be downloaded from the Saldanha Bay Municipality website.**

*Late or emailed applications will not be considered. Please note that due to high volume of applications we anticipate receiving, correspondence will be limited only to shortlisted candidates. Saldanha Municipality is committed to our Employment Equity Plan. The Council reserves the right not to make an appointment.*

*Should you not be contacted within a period of thirty (30) days from the closing date, your application should be deemed unsuccessful.*



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