



*Saldanha Bay Municipality is a high-profile municipality that takes care of its people to deliver the highest quality of service to its residents and visitors. We are also committed to the goals of our Employment Equity Plan. If you are competent and committed and would like to work in a professional environment, you are welcome to apply for the following position on our staff establishment.*

**DIRECTORATE: COMMUNITY AND OPERATIONAL SERVICES**

**DEPARTMENT: OPERATIONAL SUPPORT SERVICES**

**TECHNICIAN: SUPPORT SERVICES**

**Minimum Requirements:** Relevant National Diploma in Civil Engineering • No experience required • Computer literacy (MS Office) • Valid code B driver's license • Good communication skills in two of the three official Western Cape languages.

**Duties will entail:** Coordinate and monitoring of water and sewer reticulation • Management and planning of the delivery of a maintenance service for roads and stormwater networks • Monitoring and site supervision of capital and maintenance works carried out by contractors • Resources planning and administration • Human resource management and general administration • Financial administration • Operational control • Implementing the Occupational Safety and Health Act 85 of 1993 by seeing to it that safety procedures and regulations are in place and that safety takes precedence in the workplace • Organisational communication • Compliance with legislation • General technical and administrative requirements.

**Competencies:** Planning • Organisational awareness • Attention to detail • Design • Project management • Construction • Operations and maintenance • Interpersonal relationships • Communication • Service delivery orientation • Action and outcome orientation • Resilience • Change readiness • Cognitive ability • Learning orientation • Accountability and ethical conduct • Impact and influence • Team orientation • Direction setting • Coaching and mentoring.

**Salary Scale: T12: ± R580 345.00 (Estimated TCTC) p.a**

Enquiries can be directed to **Ms Y Links** at [022 701 7094](tel:0227017094)

**Closing Date: 27 June 2024 at 12:00**

**In terms of the Local Government Municipal Staff Regulations, regulation 13, all appointments will be subject to a 6 months' probation period.**

NOTES TO APPLICANT

- Thank you for your interest in seeking employment with us.
- Saldanha Bay Municipality complies with the Protection of Personal Information Act, Act 4 of 2013(POPIA), by submitting your application for a position at Saldanha bay municipality you are consenting that the personal information submitted as part of your application may be used during vetting and screening process.
- All applications should be accompanied by a completed application form (obtainable from our Human Resource office or website: [www.sbm.gov.za](http://www.sbm.gov.za)) clearly reflecting the name of the position applying for; a comprehensive CV; a certified copy of your ID, driver's license and educational qualifications.
- Applications should be forwarded to Human Resource Services, Private Bag X12, Vredenburg, 7380 or via email to: [jobs@sbm.gov.za](mailto:jobs@sbm.gov.za).
- No original documents attached to the application will be safe kept/returned.
- Applications without afore - mentioned will not be considered.
- Applications/Supporting documents larger that 2MB sent via email are not accommodated.
- For the implementation of the Employment Act, candidates are encouraged to indicate their race, gender and disability.
- No late applications will be considered.
- Further communication will be limited to shortlisted candidates, If you have not received a response within 3 (three) months of the closing date, please consider your application unsuccessful.
- All appointments are subject to a medical assessment, criminal record and reference checks from previous and current employer(s).
- The Council beholds the right to make an appointment.