



**LAINGSBURG MUNICIPALITY**  
**EXTERNAL VACANCY**  
**NOTICE NUMBER 7/2024**

**SUPERVISOR/DRIVER**  
**DEPARTMENT: INFRASTRUCTURE MANAGEMENT**  
**SECTION: ROADS, STORMWATER & REFUSE REMOVAL**  
**PERMANENT**

**SALARY SCALE: Post Level T6: R146 220, 00 – R189 804, 00 per annum**  
**Additional Benefits: Medical aid (optional), Pension, 13<sup>th</sup> cheque**

**REQUIREMENTS**

- Grade 9
- Code C driver's license with PrDP and no restrictions or limitations
- A minimum of 3 years proven tractor operator experience
- Ability to operate heavy vehicles
- Applicant must be literate in at least two of the three official languages of the Western Cape
- Pass a basic health screening relevant to the work requirements as per the OHSA

**SKILLS & KNOWLEDGE REQUIRED**

- Good communication and organizing skills
- Ability to work independently and collaboration with a team.
- Attention to detail and strong recordkeeping skills
- Supervisory skills

**KEY PERFORMANCE AREAS**

- To exercise supervision over activities of his/her immediate subordinates who perform labourer duties and tasks associated with repair, installation and maintenance of the road and storm water infrastructure, refuse removal, sewerage network/system of the Laingsburg Municipality.
- The removal of domestic and other refuse;
- The cleaning of streets, parking areas, sidewalks and other open public spaces;
- To perform duties, tasks and activities associated with the driving and the maintenance of the tractor, the transportation of relevant personnel, tools, equipment, materials and refuse to and from work or dumping sites with the tractor.
- Assist with the administrative tasks regarding the purchases of materials, supplies, tools, equipment or fuel for his/her subsection.
- Perform certain tasks associated with the care and store of tools, equipment, machinery, material supplies and vehicles of his/her sub-section.

The Competencies level for this position is a level 4 as stipulated in Annexure A of the Municipal Staff Regulations Government Notice R890 as promulgated in Government Gazette 45181 dated 20 September 2021 and comprises of the following competencies.

Functional Competencies	Public Service Orientation Competencies	Personal Competencies
<ul style="list-style-type: none"><li>• Vehicle Safety</li><li>• Driving Behaviour</li><li>• Learning Orientation</li><li>• Quality Orientation</li></ul>	<ul style="list-style-type: none"><li>• Service Delivery Orientation</li><li>• interpersonal Relationships</li><li>• Communication</li></ul>	<ul style="list-style-type: none"><li>• Action orientation</li><li>• Resilience</li><li>• Accountability and Ethical</li><li>• Learning Orientation</li><li>• Impact and Influence</li><li>• Team Orientation</li></ul>

## CLOSING DATE: 23 FEBRUARY 2024


Please note: By applying for this position, the candidate consents to verification checks of qualifications and criminal records. Originally completed applications, accompanied by originally-certified true copies of qualification certificates as well as required driver's licences. Professional Driver's Permits and registration certificates from professional bodies, where applicable. Receipt of applications will not be acknowledged and no supporting documents will be returned, No copies of certified copies will be accepted. The appointment will be subject to an initial probationary period of 6 (six) months after which the permanent confirmation of the appointment shall be reconsidered.

Canvassing with councillors or any other decision-maker/member of the Selection Committee, is not permitted and proof thereof will result in disqualification of your application.

Laingsburg Municipality is an Equal Opportunity Employer. Candidates from the designated groups, including those with disabilities are encouraged to apply. The requirements of the Employment Equity Act will be considered as part of the selection criteria/process. If you do not hear from us within 3 (Three) months of the closing date, please regard your application as unsuccessful. The Council reserves the right not to make an appointment and to add/amend/change the salary package.

Submit your application on the Laingsburg Municipal application form (available at the office/municipal website) clearly stating for which post you apply for together with detailed CV and certified copies of qualification for the attention of The Municipal Manager, Private Bag X4, Laingsburg, 6900 or hand deliver applications at Laingsburg Municipality Offices at 2 Van Riebeeck Street, Laingsburg, at Department Corporate Services on or before the closing date.

Administrative enquiries should be forwarded to Human Resources, Ms Noeline Gouws at (023) 5511 019

  
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**JAFTA BOOYSEN**  
**MUNICIPAL MANAGER**  
**05 February 2024**

**Municipal Offices**  
**Private Bag X4**  
**LAINGSBURG**  
**Tel: 023 5511 019**