

# CAREER OPPORTUNITIES



Garden Route District Municipality, the leading, enabling and inclusive district, characterised by equitable and sustainable development, high quality of life and equal opportunities for all.

**Garden Route District Municipality is fully committed to Employment Equity. Applications are invited for the following vacancies in the Roads and Transport Planning Department.**

## RE-ADVERTISEMENT OPERATOR: RE-GRAVEL TEAM X3 (GEORGE)

**Salary:** R 121 240.56 – R 157 394.04 per annum (T6)

### Minimum requirements:

- Grade 8
- Functional literacy
- Minimum of two years appropriate experience in road construction.
- Must be able to handle at least three of the following roadwork vehicles (Double axle tipper truck, Road Grader, Loader, Steel drum Roller, Grit Roller, Pneumatic roller, Excavator.
- Valid code EC driver's license + Professional divers permit (valid).
- Language proficiency in two of the three official languages of the Western Cape (Afrikaans and/or English and/or IsiXhosa)

### Duties:

- Safe handling and basic maintenance of construction vehicles
- Completion of wage sheets and logs
- Handling of different construction vehicles
- Apply council's Code of Conduct, Occupational Health and safety procedures
- Control stock to achieve effective stock control

**Notice no:** 30/2019

## RE-ADVERTISEMENT SENIOR SUPERVISOR/OPERATOR (RE-GRAVEL SERVICES) (GEORGE)

**Salary:** R 165 029.40 – R 214 226.40 per annum (T8)

### Minimum requirements:

- Grade 10 as well as valid Code EC drivers licence + Professional Drivers Permit.
- At least 2 years appropriate experience in civil road construction in a supervisory environment.
- Must be able to operate a grader and 2 other construction machinery.
- Language proficiency in two of the three official languages of the Western Cape (Afrikaans and/or English and/or IsiXhosa)
- Must be able to work away from home and overtime.
- Sound interpersonal relations.

### Recommendation

- Final grader operator

### Duties will include:

- Assist in the construction of roads.
- Operating heavy construction machinery and trucks.
- Responsible for log sheets and relevant administration.
- Applying councils Code of Good Conduct as well as Health and Safety Act.

**Notice no:** 31/2019

## RE-ADVERTISEMENT OPERATOR: CONSTRUCTION X2 (GEORGE)

**Salary:** R 121 240.56 – R 157 394.04 per annum (T6)

### Minimum qualification requirements:

- Grade 8
- Minimum of two years appropriate experience in road construction and maintenance
- Must be able to handle at least three of the following roadwork vehicles (Tipper, Road Grader, Digger loader, Rollers, Trucks or grader)
- Valid driver's license code EC + professional drivers permit (valid)
- Language proficiency in two of the three official languages of the Western Cape (Afrikaans and or English and or IsiXhosa)

### Duties will include:

- Safe handling and basic maintenance of construction vehicles
- Completion of wage sheets and logs
- Handling of different construction vehicles
- Apply council's Code of Conduct, Occupational Health and safety procedures

**Notice no:** 32/2019

## RE-ADVERTISEMENT HANDYMAN (TERRAIN) (GEORGE)

**Salary:** R 103 221.48 – R 133 312.08 per annum (T5)

### Minimum qualification requirements:

- Grade 8
- At least one year appropriate experience as Handyman
- Language proficiency in two of the three official languages of the Western Cape (Afrikaans and or English and or Xhosa)

### Duties will include:

- Maintenance and tidiness of the terrain and garden
- Smaller concrete works
- Establish a maintenance programme for buildings (painting, cleaning of roofs and gutters etc)
- Accountable for orderliness on the terrain (Acting as relief security officer)

**Notice no:** 33/2019

## RE-ADVERTISEMENT SUPERVISOR: MAINTENANCE (HERBERTSDALE)

**Salary:** R146 578.20 – R190 266.24 per annum (T7)

### Minimum qualifications required:

- Grade 10 (Std. 8) as well as valid code EC1 drivers licence + Professional drivers permit.
- At least 2 years appropriate experience in road construction or road maintenance.
- Safe and productive use of a tip truck
- Language proficiency in at least two of the official three languages of the Western Cape (Afrikaans and or English and or Xhosa)
- Strong leadership ability
- Sound interpersonal relations

### Tasks will include:

- Supervision and control over maintenance team.
- Responsible for the maintenance of gravel and tar roads.
- Apply council's Code of Conduct, Occupational Health and safety procedures and discipline within his team.
- Responsible for completion of wage and log sheets and other documents of the Council.

**Notice no:** 34/2019

## WORKSHOP SUPERINTENDENT (OUDTSHOORN)

**Salary:** R 291 576.48 – R 378 486.60 per annum (T12)

### Minimum requirements:

- NQF Level 4 Construction Plant/Diesel Mechanic or relevant equivalent.
- EC Driver's license with valid PrDP
- 3 years' experience after qualification of which 2 years in supervisory position.
- Language proficiency in at least two of the three official languages of the Western Cape (Afrikaans and/or English and/or IsiXhosa)

### Duties:

- Responsible for administrative duties to maintain effective administrative and efficient control and discipline.
- The Management, planning, supervision and leading of resources (personnel, materials, construction vehicles and budget)
- Responsible for the following activities: services, repair, major repair, maintenance of PGWC.
- Control over services and repair work.
- Supervision of mechanical staff Oudtsoorn Workshop
- Control expenditure through material and stock purchases for various projects.

**Notice no:** 35/2019

## SENIOR SUPERVISOR/OPERATOR (GEORGE X2) (OUDTSHOORN X1) (RIVERSDALE X1)

**Salary:** R 165 029.40 - R 214 226.40 per annum (T8)

### Minimum requirements:

- Grade 10
- EC Driver's License & valid PDP
- Experience in all council machinery including graders
- Operate and handle of all layer work construction plant
- 3 years experience in road construction in a supervisory capacity
- Language proficiency in at least two of the three official languages of the Western Cape (Afrikaans and/or English and/or IsiXhosa)

### Duties:

- Gravel patchwork and construction work on gravel roads
- Operating of all plant at roads department ( including grader, tipper trucks, front end loader, excavator, water trucks)
- Monitoring and Supervising of contractor teams
- Daily maintenance inspection of plant that is in use.
- Ensuring that all road construction and safety regulations are adhered to.

**Notice no:** 36/2019

## WORKER ROADS (OUDTSHOORN X2) ( RIVERSDALE X1) (KNYSNA X1) (UNIONDALE X1)

**Salary:** R 91 680,12 - R 108 228,84 per annum (T3)

### Minimum requirements:

- Read and write however NQF 2 in Road Construction will be an advantage
- Must be able to utilize hand tools associated with construction industry to perform the tasks ascribed to the post.
- Physical hand labour to be performed.
- Language proficiency in at least two of the three official languages of the Western Cape (Afrikaans and/or English and/or IsiXhosa)

### Duties:

- Safeguarding of site during maintenance operations to ensure that work comply with Occupational Health and Safety standards
- Maintenance of gravel and tarred roads in order to keep the roads in a safe condition.
- Cleaning of all drainage structures and side drains to ensure adequate drainage of roads.
- Maintenance of road-reserves
- Installing drainage structures
- Erosion control by means of gabion boxes and mattresses.

**Notice no:** 37/2019

## ADMINISTRATIVE OFFICER: ROADS AND TRANSPORT PLANNING SERVICES (GEORGE)

**Salary:** R246 977.28 - R320 600.40 per annum (T11)

### Minimum requirements:

- Relevant Administrative/Secretarial Tertiary qualification.
- Driver's License Code B
- 3-5 years civil admin experience.
- Language proficiency in at least two of the three official languages of the Western Cape (Afrikaans and/or English and/or IsiXhosa)

### Duties:

- Responsible for Departments Agendas, Minutes and Meetings to ensure satisfying support services.
- Responsible for Fleet Management System.
- Management of fencing Subsidy Budget in order to exercise efficient management
- Responsible for Project Management.
- Execution of Administrative duties in order to deliver efficient supporting services.
- Assist in handling Tenders.

**Notice no:** 38/2019

## SENIOR SUPERVISOR/OPERATOR (CONSTRUCTION) (GEORGE)

**Salary:** R 165 029.40 – R 214 226.40per annum (T8)

### Minimum requirements:

- Grade 10 as well as valid Code EC drivers licence + Professional drivers permit.
- At least 2 years appropriate experience in civil road construction in a supervisory environment.
- Must be able to operate a grader and 2 other construction machinery.
- Language proficiency in two of the three official languages of the Western Cape (Afrikaans and/or English and/or IsiXhosa)
- Must be able to work away from home and overtime.
- Sound interpersonal relations.

### Recommendation:

- Final grader operator

### Duties will include:

- Assist in the construction of roads.
- Operating heavy construction machinery and trucks.
- Responsible for log sheets and relevant administration.
- Applying councils Code of Good Conduct as well as Health and Safety Act.

**Notice no:** 39/2019

### Note (s):

- Preference will be given to candidates residing in the Garden Route District Municipal area.
- Applicants should confirm their employment history by submitting the following supporting documentation:
  - Qualifications (Degree/Diploma - Statement of results is not acceptable);
  - Identity Document (SA);
  - Confirmation of current / previous employment;
  - Any other applicable documentation required.
- Candidates must be willing to be subjected to practical/proficiency testing.
- Candidates must be willing to be subjected to a medical fitness test and criminal record check.
- Your application will also be subjected to references from your previous or current employers.
- No late, faxed or emailed applications will be accepted.

### Probation period: 6 months

### Benefits:

- Subsidised housing-, medical-, pension- and group insurance schemes.
- Optional membership of major medical expenses plan.
- Generous vacation and sick leave benefits, plus a bonus equivalent to one month's salary.
- Five day working week.
- Furniture removal cost is payable by Council, subject to certain conditions.

### Application forms and further information:

Please forward a completed application form with a comprehensive Curriculum Vitae, accompanied by an original certified copy of your Identity Document and relevant qualifications to: Garden Route District Municipality, Registration Section, 54 York Street or P.O. Box 12, George, 6530. The application forms are available at the offices of Garden Route District Municipality or visit our website at [www.gardenroute.gov.za](http://www.gardenroute.gov.za). For enquiries, contact Human Resources on 044 803 1389. Only shortlisted candidates will be contacted. Should candidates not be contacted within two months after the closing date, they may accept their application as unsuccessful.

**The Garden Route District Municipality reserves the right not to make or confirm an appointment on posts.**

**Contact Person:** Ms Amanda Booysen 044 803 1389/1413/1388

**Closing date:** Monday, 1 April 2019 before 16h30

**MG STRATU  
MUNICIPAL MANAGER**

**Candidates with disabilities are encouraged to apply.**

