



## NOTICE 93 OF 2023

The Oudtshoorn Local Municipality which includes the towns of Oudtshoorn, De Rust and Dysseisdorp is situated in the heart of the Little Karoo in the Western Cape. The Municipality strives to provide the best possible services and facilities to its residents, business community, industries, hospitality and tourism sectors.

Candidates with the minimum requirements, necessary integrity and excellent track record may apply for the following position(s) to enhance the town's vision of prosperity for all. **Applicants with a criminal record check report not older than (six) 6 months are requested to attach the outcome report to their application. Applicants with no criminal record check report are requested to attach proof of application for criminal record check to their application.**

**1 X CHIEF: LAW ENFORCEMENT  
DIVISION: LAW ENFORCEMENT  
DEPARTMENT: COMMUNITY SERVICES  
T14 (R454 093 - R589 432)**

### QUALIFICATIONS

- Relevant degree or BTech/Policing degree
- Basic training qualification
- No criminal record
- Firearm proficiency
- 8 Years experience or more relevant experience required inclusive of proven supervisory/managerial experience
- Valid Code B driver's license
- Proficient in at least two (2) of the three (3) official languages of the Western Cape.

### KEY PERFORMANCE AREAS

Coordinates and monitors sequences associated with the implementation of statutory Laws and By-Laws related to Public Safety, by

- Analyzing and evaluating requirements associated with specific investigations arising out of complaints received from the Public with respect to criminal activities, nuisances, public disturbance, etc.
- Participating and directing investigation sequences encompassing visiting locations and communicating with offenders, executing arrests and/or removing evidence to support prosecution.
- Attending to the documentation and notification procedures, executing warrants of arrests.
- Completing and submitting case files to facilitate prosecution and attending and defending specific actions in the court of law.
- To ensure any contravention of the laws and by-laws are appropriately dealt with contributing to a safer community.



Coordinates and controls key dimensions and requirements associated with the provision of a security service, by

- Mapping and/or preparing safety and security programmes and plans aimed at coordinating the implementation, prioritization, and allocation of responsibilities.
- Formulating operational plans and addressing the implementation of key safety and security programmes with respect to special events and/or the protection of important dignitaries visiting the area.
- Executing specific awareness and educational campaigns within the communities to capacitate individuals on safety and security strategies.
- Participating in the establishment and providing support to Civil Protection Organizations (Neighborhood Watch) with regard to roles, responsibilities, and methodology.
- Evaluating current levels of performance with respect to the guarding, investigations and public order and addresses deviations or
- adjustment to plans and/ or coordinating joint efforts (South African Police Service) to eliminate/minimize security and safety risks.
- To ensure a safe and secure environment is promoted and maintained contributing to the economic and social well-being of the area.

Disseminates information on outcomes, current developments, problems, and constraints and/or presents educational material on public safety, by

- Responding, through the collection of information and/ or conducting the necessary investigation/ research, to enquiries and concerns on service delivery and/or services from the public, councillors, and government departments.
- Participating in various meetings (council, internal and external forums, steering committees) and providing comments/opinions on matters affecting or concerning the functionality.
- Attending neighbourhood Watch Forums and/or various schools and presenting methodologies and approaches aimed at maintaining safety and security.
- To ensure information, advice or opinions on relevant matters are made available and/ or communicated through the various mediums and accurately interpreted through the provision of adequate and clear explanations.

## COMPETENCIES

- Core/Professional competencies: community and customer focus, problem-solving, negotiation and influencing resilience, communication, ethics, and professionalism.
- Functional competencies: Patrol, Enforcement and Emergency Response, special operations (Hazmat, Urban search, and rescue), fire safety and prevention, Safety and Welfare, emergency medical care, call taking and dispatch.
- Public service orientation competency: interpersonal relationships, service delivery orientation.
- Personal competencies: action orientation, resilience, accountability, ethical conduct, learning orientation,



impact and influence, and team orientation.

Candidates must be willing to be subjected to an interview, practical and/or written assessment. They must also be aware that previous employers and references may be contacted, and their qualifications, credit and criminal records be verified.

Applications must be on the official application form of the Oudtshoorn Municipality and a covering letter accompanied by a comprehensive curriculum vitae and certified copies of qualifications and identity document (not older than three (3) months) as well as particulars of at least three contactable references, must be submitted to **Chief HR Officer: Support Services, P.O. Box 255, Oudtshoorn, 6620 (submit applications to Recruitment & Selection section), Oudtshoorn Municipality, 69 Voortrekker Road, Oudtshoorn. Application forms can be downloaded from our website, [www.oudtshoorn.gov.za](http://www.oudtshoorn.gov.za).**

**CLOSING DATE: 5 May 2023 at 12:00**

**Please Note:** Canvassing will result in automatic disqualification. If you have not been contacted within 30 working days after the closing date of this advertisement, you may assume that your application was unsuccessful. Curriculum vitae will not be returned. Council will make appointments in line with its employment equity plan and also reserves the right not to make an appointment. No applications sent via e-mail or late applications will be considered.

**MR. W HENDRICKS  
MUNICIPAL MANAGER**

***Date published: 12 April 2023***