



## NOTICE 139 OF 2023

The Oudtshoorn Local Municipality which includes the towns of Oudtshoorn, De Rust and Dyssseldorp 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 SUPERINTENDENT: BUILDING MAINTENANCE**

**DIVISION: BUILDING MAINTENANCE**

**DEPARTMENT: INFRASTRUCTURE SERVICES**

**T11 (R303 425 - R393 876)**

### **SUBJECT TO TASK EVALUATION**

#### **REQUIREMENTS**

- Grade 12 or relevant post-matric qualification (Trade Certificate: Bricklaying, Plumbing or Carpentry)
- 2 - 5 years of relevant experience required
- Valid Code B drivers license
- Computer literate (MS Word / Excel / PowerPoint / Outlook)
- Fluent in two of the three official languages of the Western Cape

#### **KEY PERFORMANCE AREAS**

- Inspect municipal council building maintenance-related work
- Maintain and repair all municipal office buildings/facilities and municipal staff houses
- Render building maintenance and repair services, including basic carpentry, masonry and plumbing maintenance services
- Execute renovations and minor construction services to all office buildings
- Prepare and compile technical specifications, working drawings, bills and quantities and general conditions of contract for building-related work
- Manage contractors' services to ensure quality control and work performance according to specifications
- Any other reasonable task as requested by the relevant supervisor
- Liaising with different stakeholders and departments (SCM and suppliers)



## COMPETENCIES

- Core professional competencies: Managing work, Planning and Organizing,
- Functional competencies: Facilities-specific skills, Workplace safety
- Public service orientation competencies: Interpersonal relationships, Communication, Service Delivery Orientation
- Personal competencies: action orientation, resilience, change readiness, Learning Orientation, Problem Solving, Accountability and Ethical Conduct
- Management / Leadership Competencies: Direction Setting, Impact and Influence, Coaching and Mentoring, 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.

## BENEFITS:

The Council offers competitive benefits such as a housing subsidy, a thirteenth cheque, a pension fund, medical aid fund, a study assistance scheme and the transport of furniture under certain conditions.

The application 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 documents (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, Department Corporate Services, P.O. Box 255, Oudtshoorn, 6620 (submit applications to Recruitment & Selection section), Oudtshoorn Municipality, Voortrekker Road, Oudtshoorn. Application forms can be downloaded from our website, [www.oudtshoorn.gov.za](http://www.oudtshoorn.gov.za).**

**CLOSING DATE: 14 July 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/late applications will not be considered.

**MR W HENDRICKS  
MUNICIPAL MANAGER**

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