



NOTICE 150 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 ASSISTANT SUPERINTENDENT
DIVISION: WATER & SANITATION SERVICES - WATER
DEPARTMENT: INFRASTRUCTURE SERVICES
T11 (R319 809,87 - R415 144,55)
STATION: OUDTSHOORN**

SUBJECT TO TASK EVALUATION

REQUIREMENTS

- Grade 12 or N3
- Trade Test Plumbing
- 5 years post apprenticeship experience
- Valid Code EB driver's license
- Computer Literacy (MS Office, Excel)
- Proficient in at least two (2) of the three (3) official languages of the Western Cape

KEY PERFORMANCE AREAS

- Plan and prioritize daily work of the section
- Delegate & supervise daily work to subordinates, leading & guiding staff
- Supervise subordinates executing various tasks
- Inspect, check and correct work being done
- Provide leadership, guidance and motivation to subordinates
- Manage leave arrangements of personnel in section
- Deal with grievances and assist the Superintendent with disciplinary actions
- Approval of Sewer plans
- Check and inspect sewer pump stations
- Placing of materials and orders
- Required to work overtime and standby duties
- Knowledge of Municipal Infrastructure



COMPETENCIES

- Core professional competencies: managing work, problem-solving, planning and organizing, quality orientation
- Functional competencies: workplace safety, discipline-specific skills
- Public service orientation competencies: service delivery orientation, communication, interpersonal relationships, customer orientation and customer focus
- Personal competencies: action orientation, resilience, discipline, accountability and ethical conduct, and learning orientation.
- Management/leadership competencies: direction setting, impact and influence, team orientation, coaching and mentoring.
- Public service orientation competency: Communication, Service Delivery Orientation, Client Service Orientation & Customer Focus, Action and Outcome Orientation, Resilience, Change Readiness, Cognitive Ability, Learning Orientation, Accountability and Ethical Conduct,
- Management/Leadership Competencies: Impact and Influence, Team Orientation, Coaching and Mentoring.

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.

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 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.

CLOSING DATE: 21 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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