



## EXTERNAL NOTICE NOTICE 137 of 2024

The Oudtshoorn Local Municipality which includes the towns of Oudtshoorn, De Rust and Dysselsdorp 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: ROADS - (WC/045/IS/IS/007)**  
**DEPARTMENT: INFRASTRUCTURE SERVICES**  
**DIVISION: ROADS, TRANSPORT & STORMWATER - ROADS**  
**T10 (R270 897 - R351 624)**  
**OUTDTSHOORN STATION**

### REQUIREMENTS

- Grade 12 or Equivalent Technical Qualification (NQF Level 4)
- 3 - 5 Years' relevant experience
- Valid Code C1 drivers' license
- Computer literacy (Excel, Word, PowerPoint, Outlook, etc.) essential
- Proficient in two of the three official languages of the Western Cape

### KEY PERFORMANCE AREAS

- Management functions and forward planning
- Resource Planning and Control
- Supervision and Control
- Specialized Road Maintenance Functions: Programs/Contracts and General Repair Work
- General Task/Activities: Administration
- Operational Management: Street Maintenance Activities
- Relationship Management and Communication
- To ensure professional feedback to the public and improve the image of the municipality
- Ensuring that reporting deadlines are adhered to and relevant information detailing the status of work orders
- Interacting with departments on outstanding complaints including utilizing the Collaborator system
- Attend to questions and complaints associated with roads from the public and or officials



## COMPETENCIES

- **Core professional competencies:** Organizational Awareness, Problem Solving, Planning and Organizing,
- **Functional competencies:** Discipline Specific Skills, People Management, Task Management, Workplace Safety, Budgeting, Operations and Maintenance, Business process, Use of Technology, Data Processing & Analysis
- **Public service orientation competencies:** Service Delivery Orientation, Communication, Interpersonal Relationships
- **Personal competencies:** Action and Outcome orientation, Resilience, Change Readiness, Cognitive Ability, Learning Orientation, Ethics and Accountability.
- **Management / Leadership Competencies:** Direction Setting, Impact and Influence, Team Orientation, Coaching and Mentoring.

Candidates must be willing to be subjected to an interview. They must also be aware that previous employers and recent references may be contacted, and their qualifications, credit and criminal records be verified. The appointment will be subject to the signing of an employment contract and performance agreement.

## BENEFITS:

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

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 recent 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: 13 June 2024 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. The council will make appointments in line with its employment equity plan and reserves the right not to make an appointment. No applications sent via e-mail/late applications will not be considered. Any misrepresentation in your application will lead to automatic disqualification.

**MR W HENDRICKS  
MUNICIPAL MANAGER**

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