



EXTERNAL CIRCULATION

NOTICE 183 OF 2024

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: SPORT & RECREATION - WC/045/CM/CM/192

DIVISION: SPORT & RECREATION

DEPARTMENT: COMMUNITY SERVICES

T12 (R 377 562 - R490 101)

STATION: OUDTSHOORN

REQUIREMENTS

- Relevant tertiary qualification (Preferably a National Diploma in Horticulture or related Qualification in Facilities Management)
- National Diploma in Sport & Recreation will be an added advantage
- 5 - 8 Years relevant experience
- Computer literacy (MS Office)
- Valid Code B Drivers' License
- Proficient in two of the three official languages of the Western Cape

KEY PERFORMANCE AREAS

- Maintain sports grounds, swimming pools, and recreation facilities
- Co-ordinating and controlling the operations of the sports grounds and swimming pools
- Monitoring and implementing procedures,
- Establishing resource requirements
- Planning and scheduling maintenance programmes and evaluating outcomes
- Monitoring and attending to deviations in productivity and performance
- Attending to specific administrative and information reporting requirements and processes.



COMPETENCIES

- **Core Professional Competencies:** Managing Work, Planning and organizing
- **Functional Competencies:** Facility-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. **The appointment will be subjected to the signing of 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 document (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.**

CLOSING DATE: 15 August 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 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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