



## NOTICE 18 of 2026

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, and the hospitality, and tourism sectors.

Candidates who meet the minimum requirements, and have the 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.**

**TRAFFIC OFFICER / EXAMINER OF DRIVERS' LICENCES  
DEPARTMENT: COMMUNITY SERVICES  
DIVISION: TRAFFIC SERVICES**

**SALARY SCALE T10  
(R 301 729.06 - R 391 643.15 PER ANNUM)**

**PERMANENT  
STATION: OUDTSHOORN  
REF: (WC/045/CM/CM/130)**

### **REQUIREMENTS**

- Grade 12
- Basic Traffic Officers Diploma
- Grade A Examiner for Driver's License Diploma
- 2 – 5 years' relevant experience.
- Valid Code A and EC Driver's License
- Computer literate
- Firearm proficiency
- No criminal record
- Proficient in at least two (2) of the three (3) official languages of the Western Cape

### **KEY PERFORMANCE AREAS**

- Co-ordinates and controls the application of procedures associated with the vehicle/ driver testing and registration or licensing to ensure road safety is maintained through accurate and assessment, certification or licensing of applicants, drivers and vehicles satisfying the minimum prescribed requirements.
- Undertake duties and activities regarding the enforcing of regulations within the municipal area in order to ensure that all road users drive their vehicles according to road traffic legislation/ regulations that corrective/



compliance measures are enforced on offenders for the safety of other road users.

- Handling enquires and / or complaints of public regarding road safety the enforcement of road traffic legislation/ regulations by conducting investigations, providing the necessary information and / or explanation to customers or referring them to his/her immediate superior if enquires and/or complaints cannot be answered adequately, in order to ensure that customers enquire and complaints are efficiently attended to, statistics are submitted to supervisor, patrol vehicles and equipment are in good order and that schoolchildren are well educated regarding road traffic safety.
- Performs eye sight testing on applicants to ensure that eye tests of applicants are carried out correctly and that he/she qualifies for the vehicle license code he/she applies for.
- Conducts learner's license tests on applicants to ensure that tests are conducted in terms of legislation and that an applicant meets the requirements in terms of legislation.
- Performs driving license test to ensure that pre-examinations are carried out in terms of prescriptions.
- Make sure that the correct vehicle type is produced for the practical examination, to ensure that an applicant is competent to drive a vehicle of the type he/she has applied and examined for the use on a public road.
- Captures driving license test results to keep record of all driving tests carried out by failures, passes, deferrals and absentees.
- Render a service to the public by providing them with accurate information in respect of driving license matters.
- Willingness to work overtime and in other sections, as and when required.

## **COMPETENCIES**

- **Core professional Competencies:** Community and Customer Focused, Problem Solving, Negotiation and Influencing, Resilience, Communication, Ethics and Professionalism.
- **Functional Competencies:** Patrol, Enforcement, and Emergency Response.
- **Public Service Orientation Competencies:** Interpersonal Relationships, Communication, Service Delivery Orientation, Client Orientation, and Customer Focus.
- **Personal Competencies:** Action and Outcome Orientation, Resilience, Change Readiness, Cognitive Ability, Learning Orientation.

**Management/Leadership Competencies:** Direction Setting, Coaching and Mentoring, Team Orientation.

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

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. Applications must be submitted to **HR Manager: Support Services, Department Corporate Services, P.O. Box 255, Oudtshoorn, 6620 or Oudtshoorn Municipality, 69 Voortrekker Road, Oudtshoorn, 6620.**



Application forms can be downloaded from the Oudtshoorn Municipality website [www.oudtshoorn.gov.za](http://www.oudtshoorn.gov.za).

For any enquiries, contact Roune Morrison at 044-203 3041 or [rmorrison@oudtmun.gov.za](mailto:rmorrison@oudtmun.gov.za)

**CLOSING DATE: 27 February 2026 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 reserves the right not to make an appointment. Applications sent via e-mail/late applications will not be considered. Any misrepresentation in your application will lead to automatic disqualification.

**MR. M YEKANI  
MUNICIPAL MANAGER**

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