



GREATER TZANEEN MUNICIPALITY VACANCY



The following position is a re-advertisement and applicants previously applied need not to apply

COMMUNITY SERVICES DEPARTMENT

1X ASSISTANT SUPERINTENDENT (Law Enforcement)

(Job Id Number 6/1/2/004)

Salary: R350 075.52 per annum (Job level 7)

Job Purpose: To ensure a safe, accident free, user friendly town with clearly marked road signs and effective traffic law enforcement.

Key Performance Areas: The Assistant Superintendent must ensure that the daily work is done to satisfaction and to achieve the necessary objectives of Council in a safe working environment.

◆Monitoring and supervising activities of staff to ensure that work is performed according to the work plan, routine operating activities, issued job-cards or ad-hoc instructions received from supervisor and reports on activities performed ◆Monitoring and supervising utilisation, application and maintenance of equipment, tools and material for Law Enforcement Officers ◆Performing administrative and human resources related activities to ensure the effective completion of administrative functions and see to the well being of the staff ◆Ensuring all road signs and marks are adequate to regulate traffic ◆Monitoring adherence to traffic Law Enforcement and controls traffic for funeral, school patrols accident or other purposes to ensure traffic flow and safety ◆Administering the issuing of summons and notices to ensure the executing of Law Enforcement activities.

Requirements:◆ Grade 12 ◆ A valid code C1 driver's license◆ National Road Traffic Diploma, ITO III or B. Tech.◆Communication skills ◆Computer Literacy ◆Negotiation skills, attention to details and interpersonal skills ◆Two (2) years relevant experience.

Applications on the prescribed compulsory application form and indemnity form (www.greatertzaneen.gov.za), a comprehensive CV, copies of certified certificates and ID copy should be addressed to: Municipal Manager, Greater Tzaneen Municipality, P.O. Box 24, TZANEEN, 0850

Fraudulent qualifications or documents will immediately disqualify any application. A candidate who canvasses any councillor and/or senior official for preference will be disqualified immediately from the selection process or from any appointment. Short-listed applicants will be screened for criminal records and /or any pending criminal cases and their qualifications will be verified. Applicants who are not invited for an interview should regard their applications as unsuccessful. Council at all times reserves the right not to appoint.

Closing Date: 23 April 2018 at 15:00 Enquiries: Mrs H Maake (015) 307 8284/2/8006

Greater Tzaneen Municipality is an equal opportunity employer and as such will observe the requirements of the Employment Equity Act and its EE Plan.

MR BS MATLALA – MUNICIPAL MANAGER