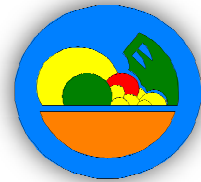




# GREATER TZANEEN Municipality



## VACANCY

Applications are invited from suitable qualified persons to fill the following position in the

### Community Services Department

**1 X ASSISTANT SUPERINTENDENT (Law Enforcement)**

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

**Salary: R326 076.31 per annum (Job level 7)**

The purpose of this position will be 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. He/she will be responsible for:

- ♦ *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 utilization, 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 A and EC driver's license ♦ National Road Traffic Diploma, ITO III or B.Tech ♦ Communication Skills ♦ Computer Literacy ♦ Negotiation Skills, details to attention and interpersonal skills ♦ Two (2) years' relevant experience.

***Applications on the compulsory prescribed application form and indemnity form ([www.greatertzaneen.gov.za](http://www.greatertzaneen.gov.za)), a comprehensive CV and 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.

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: 5 August 2016 at 12:00**

**PLEASE MARK CLEARLY WHICH POSITION YOU ARE APPLYING FOR**

**Further information can be obtained by phoning Mrs H Maake on tel no. 015- 307 8384/8006.**

Greater Tzaneen Municipality is an Employment Equity Employer.

**SR MONAKEDI – MUNICIPAL MANAGER**