



MKHONDO

LOCAL MUNICIPALITY

EXTERNAL ADVERTISEMENT

Mkhondo Municipality, which is a gateway to the Province of Mpumalanga from Kwa-Zulu Natal and Swaziland, seeks to appoint highly motivated self-starters and visionaries to the extremely challenging positions of

ADVERTISEMENT

DEPARTMENT: COMMUNITY SERVICES

DEPUTY CHIEF TRAFFIC OFFICER

Ref: DCTO/12/21

MINIMUM REQUIREMENTS

- Grade 12
- Traffic Officers Diploma or Equivalent relevant qualification
- A Valid driver's License
- 4 years' Relevant Experience in the field of the post
- Valid Infrastructure number
- Advanced driving course will be an added advantage

OTHER REQUIREMENTS

- Be Computer Literate
- Good Communications Skills (Written & Verbal)
- Good Supervision Skills
- Be able to work in all weather conditions
- Be physical fit

RESPONSIBILITIES

- Assist the Chief Traffic Officer in analyzing service delivery trends and capacity against requirements and submit reports supporting specific provisions for consideration during the preparation of capital and operational expenditure estimates to support plans and objectives.
- Assist in reporting internally / externally on implementation outcomes with regards to law enforcement interventions and work in progress and providing reasons and recommendations to improve and/or or sustain the quality and performance levels of the section.
- Assist the Chief Traffic Officer in defining / adjusting the role boundaries, workflow processes and job design against laid down service delivery requirements.
- Assist the Chief Traffic Officer in Determining staffing levels and preparing motivations for the filling of vacancies to complement functional objectives and requirements.
- Participating in the recruitment and selections process, approving minimum design and specifications for inclusion into job advertisements and evaluating applicant's suitability through analysis of selected short-listed curriculum vitas and interviews.
- Assist the Chief Traffic Officer in Monitoring the adequacy of current training interventions through the evaluation competency demonstrated in workplace application and prepares assessment and progress reports for inclusion into the consolidated Skills Development Plan of the Department.
- Inspect work sites and/or conducting observations of work sequences and determining extent of awareness and/or the need for corrective / remedial measures.
- Evaluating the operating functionality and condition of vehicles, and equipment through perusal of inspection checklist, service records and registers with a view of identifying with risks and the availability of alternative courses of action.

Remuneration: Level 4(a) (R388 058 pa excluding benefits)

CLOSING DATE & TIME: 7 MAY 2021 @ 12h00

Enquiries: Mr. Siyabonga Mbatha or Mr. Wandile Ngwenya 017 2850 200

To apply:

Please forward your application on the form “Application for Employment” that can be obtained from our offices or on the Municipal website, concise CV together with original certified copies (not older than three months) of all relevant qualifications, Identity Document and Valid Driver’s License with at least three contactable references to

Hand delivery

or

Post

Senior Manager: Human Resources
Civic Centre
Corner Mark and De Wet Street
Piet Retief
2380

Senior Manager: Human Resources
Mkhondo Local Municipality
P.O. Box 23
Piet Retief
2380

Failing to sign the “Application for employment” form will constitute an automatic disqualification

Note: Correspondence will be conducted with short-listed candidates only

No faxed or e-mailed applications will be accepted

If you do not hear from us within 30 days from the closing date, please consider your application unsuccessful.

The Municipal is committed to the implementation of its Employment Equity Plan, and in this vein, appropriately **qualifying women and people with disabilities** are particularly encouraged to apply.

Mkhondo Local Municipality reserves the right not to make an appointment.

**M Kunene
Municipal Manager**