



**LAINGSBURG MUNICIPALITY**  
**VACANCY**  
**NOTICE NUMBER 67/2023**

**DEPARTMENT: INFRASTRUCTURE MANAGEMENT**  
**PROCESS CONTROLLER: WATER AND SEWERAGE SERVICES**  
**PERMANENT**

**SALARY SCALE: Post Level T6: R146 220, 00 – R189 804, 00 per annum**

**REQUIREMENTS**

- Grade 12 and relevant post matric qualification preferably an NTC 3 in Water Treatment/ Wastewater treatment
- Trade related qualification: Operators certificate/ Wastewater Treatment practice (N3)
- 1-2 years' relevant experience required
- Code EB/B Driver's License

**SKILLS & KNOWLEDGE REQUIRED**

- Strong communication and interpersonal skills
- Ability to work independently and collaboration with a team.
- Attention to detail and strong recordkeeping skills\*

**KEY RESPONSIBILITIES**

- Purification potable water
- Coordinate, control and monitor all operational activities within a defined shift period relevant to the operations of a Wastewater Treatment Plant
- Collecting wastewater samples for chemical and biological analyses
- Undertakes preventative maintenance on plant equipment and report complex repair works to relevant sections
- Adheres to safety procedures and guidelines (Occupational Health and Safety Act)
- Attends to procedural administrative requirements, record keeping and reporting deadlines
- Attends to and controls tasks/ activities associated with personnel performance, productivity and discipline

The Competencies level for this position is a level 1 as stipulated in Annexure A of the Municipal Staff Regulations Government Notice R890 as promulgated in Government Gazette 45181 dated 20 September 2021 and comprises of the following competencies.

<b>Core Professional Competencies</b>	<b>Functional Competencies</b>	<b>Public Service Orientation Competencies</b>	<b>Personal Competencies</b>	<b>Management/ Leadership Competencies</b>
<ul style="list-style-type: none"><li>• Oral Communication</li><li>• Written Communication</li><li>• Problem Solving</li><li>• Decision making</li><li>• Planning and Organising</li><li>• Ethics and Professionalism</li></ul>	<ul style="list-style-type: none"><li>• Discipline Specific Skills</li><li>• Task Management</li><li>• Use of process specific Technology/Equipment</li><li>• Quality Orientation</li><li>• Work Place Safety</li><li>• People Management</li></ul>	<ul style="list-style-type: none"><li>• Service Delivery Orientation</li><li>• Interpersonal Relationships</li><li>• Communication</li><li>• Service Delivery Orientation</li></ul>	<ul style="list-style-type: none"><li>• Action and outcome orientation</li><li>• Resilience</li><li>• Change readiness</li><li>• Cognitive ability</li><li>• Learning orientation</li></ul>	<ul style="list-style-type: none"><li>• Direction Setting</li><li>• Impact and Influence</li><li>• Coaching and Mentoring</li><li>• Team Orientation</li></ul>

**ENQUIRIES: MR JX KOMANISI (023 5511 019)**

**CLOSINGDATE: 15 SEPTEMBER 2023**


Please note: By applying for this position, the candidate consents to verification checks of qualifications and criminal records. Originally completed applications, accompanied by originally-certified true copies of qualification certificates as well as required driver's licences. Professional Driver's Permits and registration certificates from professional bodies, where applicable. Receipt of applications will not be acknowledged and no supporting documents will be returned, No copies of certified copies will be accepted. The appointment will be subject to an initial probationary period of 6 (six) months after which the permanent confirmation of the appointment shall be reconsidered.

Canvassing with councillors or any other decision-maker/member of the Selection Committee, is not permitted and proof thereof will result in disqualification of your application.

Laingsburg Municipality is an Equal Opportunity Employer. Candidates from the designated groups, including those with disabilities are encouraged to apply. The requirements of the Employment Equity Act will be considered as part of the selection criteria/process. If you do not hear from us within 3 (Three) months of the closing date, please regard your application as unsuccessful. The Council reserves the right not to make an appointment and to add/amend/change the salary package.

Submit your application on the Laingsburg Municipal application form (available at the office) clearly stating for which post you apply for together with detailed CV and certified copies of qualification for the attention of The Municipal Manager, Private Bag X4, Laingsburg, 6900 or hand deliver applications at Laingsburg Municipality Offices at 2 Van Riebeeck Street, Laingsburg, at Department Corporate Services on or before the closing date.

Administrative enquiries should be forwarded to Human Resources, **Ms Noeline Gouws at (023) 5511 019**



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**JAFTA BOOYSEN**  
**MUNICIPAL MANAGER**  
**14 August 2023**

**Municipal Offices**  
**Private Bag X4**  
**LAINGSBURG**  
**Tel: 023 5511 019**