

MOSSEL BAY MUNICIPALITY

Mossel Bay Municipality, an employer committed to equal employment, invites persons to apply for the undermentioned vacancy

ASSISTANT CONSERVATION OFFICER: ENVIRONMENTAL MANAGEMENT (COMMUNITY SAFETY)

MOSSEL BAY

APPLICANTS RESIDING WITHIN THE BOUNDARIES OF THE WESTERN CAPE WILL RECEIVE PREFERENCE

REQUIREMENTS

(Relevant proof / documentation must accompany application)

- National Diploma in Nature Conservation or relevant NQF Level 6 Qualification
- Valid Code B driver's license
- Proof of own vehicle or proof of access to a private vehicle for inspections/duties to accompany application
- Peace Officer Certificate or Proof of clean criminal record and eligible to register as a Peace Officer
- Proficient in at least two (2) of the three (3) official languages of the Western Cape
- Computer literate (MS Office applications)
- Good management and interpersonal skills with attention to detail
- Minimum of two (2) years' relevant experience

PREFERRED REQUIREMENTS

- Experience in Estuary Management
- Three (3) years' relevant experience

KEY PERFORMANCE AREAS

- Coordinate and control conservation, environmental impact and support services within the Mossel Bay jurisdiction area
- Deliver a safe and healthy environment in accordance with the Municipal Structures Act
- Issue notices and OSCA permits
- Conduct investigations in terms of applicable legislation and municipal by-laws
- Compile dockets, gather evidence and record statements aimed at instituting legal actions
- Provide procedures, methods and practices to regulate the use and management of bathing and beach areas
- Manage, coordinate and control the implementation, monitoring and communication phases of projects
- Review/assess proposed alien vegetation clearing, beach infrastructure projects and applications for activities on beaches
- Monitor and evaluate environmental impact with regards to estuary management
- Comment on land use applications and building plans with respect to compliance with environmental legislation
- Formal reporting to the manager and to the public on related matters

SALARY SCALE: R296 202.00 – R384 467.04 per annum (T11)

CLOSING DATE: 24 JUNE 2022

(No applications received after 13h00 will be accepted)

GENERAL:

- Shortlisted candidates may be subjected and required to undergo a theoretical and/or practical test, including a driving skills test.
- ***Notwithstanding any representations to the contrary, no employment contract will come into effect until a written offer has been made by the municipality to, and accepted by, the applicant.***
- **Applications in writing on the official application form and accompanied by a comprehensive CV, which will be regarded as confidential, must be directed to: The Senior Manager Human Resources, P O Box 25, Mossel Bay, 6500. Alternatively, electronic applications accompanied by the official application form and a comprehensive CV may be e-mailed to admin@mosselbay.gov.za. These conditions are compulsory and failing to comply will automatically lead to disqualification of the applicant.**
- Application forms are available on the Municipal website (<http://www.mosselbay.gov.za/careers-index>) or electronically available from the contact persons mentioned hereunder.
- Original certified copies of proof of qualifications and other required documentation must accompany the CV and application form.
- Shortlisted candidates who applied electronically must provide the **original** certified copies of qualifications and other required documentation on or before the date of the practical test.
- For equity purposes please indicate your race, gender and disability status on the application form.
- Further details are obtainable from Ms N De Wet or Ms J Ruiters at telephone number (044) - 6065000.
- If applicants are not contacted within 40 days of the closing date, it can be accepted that they were not successful.
- The Mossel Bay Municipality is committed to comply to the requirements of the Employment Equity Act, No. 55 of 1998, for the advancement of previously disadvantaged and disabled persons.

MR. C PUREN
MUNICIPAL MANAGER

MOSSELBAAI MUNISIPALITEIT
Mosselbaai Munisipaliteit, 'n werkgewer verbind tot gelykheidsindiensneming nooi
persone om vir die ondergemelde vakature aansoek te doen

ASSISTENT BEWARINGSBEAMPTTE:
OMGEWINGSBESTUUR
(GEMEENSKAPSVEILIGHEID)
MOSSELBAAI

AANSOEKERS WOONAGTIG BINNE DIE GRENSE VAN DIE WES-KAAP SAL VOORKEUR GENIET

VEREISTE

(Verwante bewys / dokumentasie moet aansoek vergesel)

- Nasionale Diploma in Natuurbewaring of relevante Vlak 6 Kwalifikasie
- Geldige Kode B Bestuurderslisensie
- Bewys van eie voertuig of bewys van toegang tot 'n private voertuig vir inspeksies/pligte moet aansoek vergesel
- Vredesbeampte Sertifikaat of bewys van skoon kriminele rekord en geskik om as Vredesbeampte te registreer
- Vlot in ten minste twee (2) van die drie (3) amptelike tale van die Wes-Kaap
- Rekenaargeletterd (MS Office toepassings)
- Goeie bestuur en interpersoonlike vaardighede met aandag aan detail
- Minimum twee (2) jaar verwante ondervinding

VOORKEUR VEREISTES

- Ondervinding in Estuariumbestuur
- Drie (3) jaar verwante ondervinding

SLEUTEL PRESTASIE AREAS

- Koördineer en beheer bewaring, omgewingsimpak en ondersteuningsdienste binne die Mosselbaai jurisdiksie gebied
- Lewer 'n veilige en gesonde omgewing in oorleg met die Wet op Munisipale Strukture
- Reik kennisgewings en OSCA permitte uit
- Doen ondersoeke in terme van toepaslike wetgewing en munisipale regulasies
- Stel dossiere op, samel bewyse in en afneem van verklarings gemik op instelling van regsaksies

- Voorsien prosedures, metodes en praktyke vir die gebruik en bestuur van swem en strandareas
- Bestuur, koördineer en beheer die implementering, monitorering en kommunikasiefases van projekte
- Hersien/assesseer voorgestelde uitheemse plantegroei verwydering, strand infrastruktuurprojekte en aansoeke vir aktiwiteite op strande
- Monitor en evalueer omgewingsimpak met betrekking tot estuariumbestuur
- Kommentaar op grondgebruiktoepassings en bouplanne met betrekking tot voldoening aan omgewingswetgewing
- Formele rapportering aan die bestuurder en die publiek op verwante sake

SALARISSKAAL: R296 202.00 – R384 467.04 per jaar (T11)

SLUITINGSDATUM: 24 JUNIE 2022

(Geen aansoeke ontvang na 13h00 sal aanvaar word nie)

ALGEMEEN:

- Kortlys kandidate mag onderwerp word en van vereis word om 'n teoretiese en/of praktiese toets, insluitend 'n bestuursvaardigheidstoets te ondergaan.
- **Nieteenstaande enige verteenwoordiging tot die teendeel, sal geen dienskontrak in werking tree totdat 'n skriftelike aanbod deur die Munisipaliteit gemaak word aan, en deur die aansoeker aanvaar is nie.**
- **Skriftelike aansoeke op die amptelike aansoekvorm tesame met 'n omvattende CV** wat as vertroulik beskou sal word, moet gerig word aan: Die Senior Bestuurder: Menslike Hulpbronne, Posbus 25, Mosselbaai, 6500. Alternatiewelik kan elektroniese aansoeke vergesel deur die amptelike aansoekvorm en 'n omvattende CV per epos gestuur word aan admin@mosselbay.gov.za. Hierdie voorwaardes is verpligtend en versuim om daaraan te voldoen sal outomaties tot diskwalifikasie van die aansoeker lei.
- Aansoekvorms is beskikbaar op die Munisipale web-tuiste (<http://www.mosselbay.gov.za/careers-index>) of elektronies van die kontakpersone hieronder genoem.
- Oorspronklike gesertifiseerde kopie van bewys van kwalifikasies moet die CV vergesel.
- Kortlys kandidate wie elektronies aansoek gedoen het moet die oorspronklike gesertifiseerde afskrifte van kwalifikasies en ander vereiste dokumentasie op of voor die datum van die praktiese toets voorsien.
- Vir gelykheidsdoeleindes, dui asseblief u ras, geslag en gestremdheidstatus op die aansoekvorm aan.
- Verdere besonderhede is verkrygbaar by Me N De Wet of Me J Ruiters by telefoonnommer (044) - 6065000.
- Indien aansoekers nie binne 40 dae na die sluitingsdatum gekontak word nie, kan aanvaar word dat die aansoek onsuksesvol was.
- Die Mosselbaai Munisipaliteit is verbind tot die nakoming van die vereistes van die Wet op Diensbillikheid, Nr. 55 van 1998, vir die bevordering van voorheen benadeelde en gestremde persone.

MNR. C PUREN
MUNISIPALE BESTUURDER

UMASIPALA WASEMOSEL BHAYI

UMasipala waseMossel Bhayi, njengomqeshi ozibopheleleyo kwingqesho ngokulingana umema abantu ukuba benze izicelo zesi sithuba silandelayo

ISEKELA-GOSA LEZOLONDOLOZO

ULAWULO LWENDALO

(UKHUSELEKO LOLUNTU)

E-MOSSEL BHAYI

(ABENZI-ZICELO ABAHLALA PHAKATHI KWEMIDA YASE NTSHONA-KAPA BAYA KUQWALASELWA KUQALA)

IIMFUNO / OKULINDELEKILEYO

(Ubungqina obufanelekileyo / amaxwebhu afanelekileyo kufuneka ahambe nesicelo sakho)

- IDiploma yeSizwe kuLondolozo lweNdalo okanye imfundo elingana no NQF uMgangatho 6)
- Iimpepha-mvume zokuqhuba zeNqanaba B

- Ubungqina besithuthi esisesakho okanye ubungqina bokufikelela kwisithuthi sabucala kwiinjongo zokwenza uhlolo/ukuhlola kufuneka buhambe nesicelo sakho
- IsiQinisekiso seGosa Loxolo okanye ubungqina bokuba akuzange ufunyaniswe unetyala lokwaphula umthetho kwaye uyakwazi ukubhaliswa njengeGosa Loxolo.
- Ulwazi olugqibeleleyo kwiilwimi ezimbini (2) kwezintathu (3) ezisesikweni eNtshona-Kapa
- Ulwazi ngeNgqondo-mtshini i(Khompyutha) { iInkqubo zika – MS Office}
- Izakhono ezigqibeleleyo zolawulo kunye nezoqhagamshelwano noluntu ngendlela enikezela ingqwalasela ngokupheleleyo
- Amava eminyaka emibini (2) kumsebenzi ofana nalo

IIMFUNO EZIKHETHEKILEYO

- Amava kuLawulo lweChweba
- Amava eminyaka emithathu (3) kumsebenzi onjengalowo

IINDIMA EZIPHAMBILI ZOMSEBENZI

- Ukulungelelanisa kwanokulawula ulondolozo, uxinzelelo kwindalo kwakunye neenkonzo zenkxaso kwingingqi ephakathi kulawulo lwase Mossel Bhayi
- Ukunikezela isimo esikhuselekileyo nesisempilweni ngokungqamene noMthetho weeNkqubo zooMasipala
- Ukukhupha izaziso kunye neemvume ze OSCA
- Ukwenza uphando ngokungqamene nomthetho ochaphazelekayo kunye nemithetho kamasipala
- Ukuqulunqa amaxwebhu ezityholo, ukuqokelela ubungqina kwanokushicilela iingxelo ezijolise ekuthatyathweni kwamanyathelo omthetho
- Ukubonelela ngeenkqubo, iindlela kunye neentshukumo zokulawula ukusetyenziswa kwanokulawulwa kokuqubha kunye nemimandla yeelwandle
- Ukulawula, ukulungelelanisa kwanokulawula ukufezekiswa, ukuphononongwa kwakunye nezigaba zonxibelelwano kwiiprojekthi
- Ukuhlaziya/ukuvavanya indlela yokususwa kohlaza olungeyomfuneko, iiprojekthi zeziseko zamalwandle kwakunye nezicelo zokwenza iintshukumo elwandle
- Ukuphonononga nokuvavanya impembelelo yendalo malunga nolawulo lwamachweba
- Ukwenza izihlomelo kwizicelo zokusetyenziswa komhlaba kwakunye nezicwangciso zokwakha malunga nokuthotyelwa kwezimiselo kunye nemithetho yendalo
- Ukwenza ingxelo esesikweni kumphathi nakuluntu ngemibandela engqamene nale

UMLINGANISELO WOMVUZU: R296 202.00 – R384 467. 04 ngonyaka(T11)

UMHLA WOKUVALA: 24 JUNI 2022

(Izicelo ezifunyenwe emva kwentsimbi ye 13h00 aziyi kwamkelwa)

GABALALA:

- Abagqatswa/abenzi-zicelo abathe bafakwa kuluhlu olufutshane baya kulindeleka ukuba benze uvavanyo lomsebenzi ngezandla nangomlomo kubandakanya ukuvavanyelwa izakhono zokuqhuba
- ***.Nangona kungakho nalo naluphina ummelo,akukho sivumelwano sengqesho siyakusebenza phambi kokuba isinikezelo esibhaliweyo nesivela kumasipala, sibe samkelwe, ngumenzi-sicelo.***

- **Izicelo ezibhaliweyo kwifomu esesikweni nezikhatshwayi-CV egqibeleleyo**, neyakuthatyathwa njengeyimfihlo, kufuneka zingeniswe ku: The Senior Manager (Human Resources), P.O. Box 25, Mossel Bay, 6500. Kungenjalo, **izicelo ezenziwe ngobuchwepheshe nezikhatshwa yifomu yesicelo esesikweni kunye ne CV egqibeleleyo zingathunyelwa nge-imeyile ku admin@mosselbay.gov.za** Le miqathango isisinyanzelo kwaye **ukusilela ukuyithobela kuyakukhokelela ekukhatyweni kwesicelo sakho.**
- Iifomu zezicelo ziyafumaneka kwikhasi lothungelwano likaMasipala (<http://www.mosselbay.gov.za/careers-index>) okanye ungazithunyelwa nge-imeyile xa uthethe waqhagamshelana nabantu abachazwe apha ngezantsi apha ngezantsi.
- Iikopi zeziqinisekiso zeziqinisekisiweyo zeziqu zemfundo neziqinisekisiweyo njengeziyinyaniso kufuneka zihambe neCV yakho kunye nefomu yesicelo
- Abagqatswa abafakwe kuluhlu olufutshane nabazenze ngobuchwepheshe izicelo zabo kufuneka baveze iikopi zoqobo eziqinisekisiweyo zeziqinisekisiweyo zemfundo kwakunye namanye amaxwebhu ayimfuneko ngomhla okanye phambi komhla wokuvavanyelwa umsebebenzi.
- Ngesizathu sengqesho ngokulingana nceda uphawule uhlanga, ubuni kunye nokhubazeko kwifomu yesicelo somsebenzi.
- Iingombolo ezithe vetshe ungazifumana kuNkszn N De Wet okanye uNkszn J Ruiters kule nombolo yomnxebe (044) - 606 5000.
- Ukuba umenzi-sicelo akufumenanga mpendulo kwisicelo sakhe kwisithuba seentsuku ezingama-40, angathabatha ukuba isicelo sakhe asamkelekanga.
- uMasipala waseMossel Bhayi uzibophele ekuthobeleni iimfuno zoMthetho weNgqesho ngokulingana, Nombolo 55 ka 1998, ngenjongo yokuxhamlisa abo bebekade behlelelekile ngaphambili kunye nabakhubazekileyo.

MNU C PUREN

UMPHATHI KAMASIPALA