

MOSSEL BAY MUNICIPALITY

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

SMALL PLANT OPERATOR: ALIEN VEGETATION CONTROL **(COMMUNITY SERVICES)**

MOSSEL BAY

PERMANENT APPOINTMENT

(APPLICANTS RESIDING WITHIN THE MOSSEL BAY MUNICIPAL BOUNDARIES SHALL BE CONSIDERED FOR THE SHORTLIST OF CANDIDATES)

REQUIREMENTS

(Relevant proof / documentation must accompany application)

- Grade 9 (NQF Level1)
- Proficient in at least 2 of the 3 official languages of the Western Cape
- Physically fit and able-bodied with the ability to load and carry weights of ± 25 kilograms
- Required to work in all weather conditions
- Able to stand bad odours
- Required to work outside normal working hours during emergencies and planned overtime
- 0 - 1 Year relevant experience

PREFERRED REQUIREMENTS

- Chainsaw Operator Certificate

COMPETENCIES REQUIRED

Functional Competencies:

- Able to operate equipment/machinery/tools (chainsaws, bush-chipper, jack hammer, compactors, etc.)
- Able to perform in-depth inspections on equipment
- Takes responsibility for own tools and equipment
- Adheres to health and safety rules
- Plans work according to projects

Public Service Orientation:

- Shows commitment to excellence and quality
- Able to establish and maintain relationships with people
- Able to understand basic verbal instructions

Personal Competencies:

- Shows enthusiasm to take on tasks
- Accepts criticism about performance while maintaining work standards
- Takes responsibility for own actions
- Willing to learn new things and acquire knowledge
- Fosters teamwork and works well with others

KEY PERFORMANCE AREAS

- Felling and cutting of trees
- Climbing, positioning and cutting of branches
- Cutting and trimming lawns and verges
- Weeding, cleaning and shaping flower beds
- Excavating and backfilling trenches

- Picking up litter and items lying in open spaces
- Operating equipment/machinery/tools (chainsaws, brush cutters, slashers, ride-on lawnmowers, etc.)
- Application of basic pest control
- Cleaning of vehicle and cleaning, care and storage of tools
- Informal and formal reporting

SALARY SCALE: All-inclusive total package of ± R184 872.60 – R225 058.29 per annum. Benefits eg medical aid scheme, pension fund, group life scheme, 13th cheque included.

BASIC SALARY: R118 085.76 – R148 950.60 per annum (T4)

CLOSING DATE: **2 DECEMBER 2022**
(No applications received after 13:00 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 (www.mosselbay.gov.za) 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

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

KLEINMASJIEN OPERATEUR
UITHEEMSE PLANTEGROEI BEHEER
(GEMEENSKAPSDIENSTE)
MOSELBAAI
PERMANENTE AANSTELLING

**(AANSOEKERS WOONAGTIG BINNE DIE MOSELBAAISE MUNISIPALE GRENSE SAL
VIR DIE KORTYLYS VAN KANDIDATE OORWEEG WORD)**

VEREISTES

Verwante bewys / dokumentasie moet aansoek vergesel)

- Graad 9 (NKR Vlak 1)
- Vlot in ten minste 2 van die 3 amptelike tale van die Wes-Kaap
- Fisies fiks en liggaamlik bekwaam met die vermoë om gewigte van ±25 kilogram op te tel en te dra
- Vereiste om in alle weerstoestande te werk
- In staat om slegte reuke te verduur

- Vereiste om buite normale werksure gedurende noodgevalle en beplande oortyd te werk
- 0 - 1 Jaar verwante ondervinding

VOORKEUR VEREISTES

- Kettingsaag Operateur Sertifikaat

VEREISTE BEVOEGDHEDE

Funksionele Bevoegdhe:

- In staat om met toerusting/masjinerie/gereedskap (kettingsae, bossiekapper, hamerboor, kompakteerders, ens.) te werk
- In staat om in-diepte inspeksies op toerusting uit te voer
- Neem verantwoordelikheid vir eie gereedskap en toerusting
- Voldoen aan gesondheid- en veiligheidsreëls
- Beplan werk volgens projekte

Publiekediens Orientasie:

- Demonstreer toewyding aan uitstekendheid en kwaliteit
- In staat om verhoudings met mense te vestig en behou
- In staat om basiese mondeling instruksies te verstaan

Persoonlike Bevoegdhe:

- Demonstreer entoesiasme om nuwe take aan te neem
- Aanvaar kritiek oor prestasie terwyl werkstandaarde behou word
- Neem verantwoordelikheid vir eie aksies
- Bereid om nuwe dinge te leer en kennis te verkry
- Koester spanwerk en werk goed met ander

SLEUTEL PRESTASIE AREAS

- Afkap en sny van bome
- Klim, positionering en takke afsny
- Sny en snoei grasperke en rande
- Skoffel, skoonmaak en vorm blombeddings
- Uitgrawe en hervul loopgrawe
- Tel rommel en items op wat in oop spasies lê
- Werk met toerusting/masjinerie/gereedskap (kettingsae, bossiekappers, kapmes, mobiele grassnyers, ens.)
- Aanwending van basiese onkruidodder
- Skoonmaak van voertuie en skoonmaak, versorging en berging van gereedskap
- Formele en informele rapportering

SALARISSKAAL:

Alles-insluitende totale pakket van ± R184 872.60 – R225 058.29 per jaar. Voordele bv. mediesefondsskema, pensioenfonds, groeplewensskema, 13de tjem ingesluit.

BASIESE SALARIS:

R118 085.76 – R148 950.60 per jaar (T4)

SLUITINGSDATUM:

2 DESEMBER 2022

(Geen aansoeke ontvang na 13:00 sal aanvaar word nie)

ALGEMEEN:

- Kortlyskandidate 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 aansoek vergesel deur die amptelike aansoekvorm en 'n omvattende CV per e-pos 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 (www.mosselbay.gov.za) of elektronies van die kontakpersone hieronder genoem.
- Oorspronklike gesertifiseerde kopie van bewys van kwalifikasies moet die CV en aansoekvorm vergesel.
- Kortlyskandidate wie elektronies aansoek gedoen het moet die **oorspronklike** gesertifiseerde kopie 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 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

UMSEBENZI WEZIKO ELINCINANE: ULAWULO LOKHULA

OLUZIHLUMELAYO (IINKONZO ZOLUNTU) E-MOSSEL BHAYI INGQESHO ESISIGXINA

**(ABENZI-ZICELO ABAHLALA PHAKATHI KWIMIDA KAMASIPALA WASE MOSEL BHAYI BAYA
KUQWALASELWA KULUHLU OLUFUTSHANE LWABAGQATSWA)**

IIMFUNO / OKULINDELEKILEYO

(Ubungqina obufanelekileyo / amaxwebhu afanelekileyo kufuneka ahambe nesicelo sakho)

- IBanga le-9 (Isiqu seMfundo yoMgangatho NQF iSigaba 1)
- Ube ugqibelele kwiilwimi ezimbini (2) kwezintathu (3) ezisesikweni eNtshona-Kapa
- Ube womelele ngokwasemzimbeni kwaye ungakhubazeki futhi ube ungakwazi ukukhwelisa nokuthwala ubunzima obumalunga ne 25 khilogrami
- Kulindeleke ukuba usebenze phantsi wazo zonke iimeko zezulu
- Ube uyakwazi ukumelana namavumba amabi
- Kulindeleke ukuba usebenze iiyure ezingaphaya kwezo zisesikweni zomsebenzi ngexesha lonxunguphalo kwakunye nexesha elicwangcisiweyo elongezelelweyo
- Amava aphakathi kwe 0 – 1 unyaka kumsebenzi ofana nalo.

IIMFUNO EZIKHETHEKILEYO

- IsiQinisekiso Sokusebenza ngeSarha Yombane

UBUCHULE/UGQIBELELO OLUYIMFUNO

Ubuchule obuphambili kugqibelelo lomsebenzi:

- Ube uyakwazi ukusebenzisa izixhobo/oomatshini (iisarha zetsheyina, izinqumli-ntsimbi, izixabeli, oomatshini bokusika ingca abaqhutywayo, njalo-njalo)
- Ube uyakwazi ukwenza uhlolo olunzulu lwezixhobo
- Ukuthabatha uxanduva lwezixhobo zakho
- Ukuthobela imigaqo yempilo nokhuseleko
- Ukucwangcisa umsebenzi ngokufanelekileyo.

Uqhelwaniso nenkonzo kaRhulumente:

- Ukubonakalisa ukuzinikela kugqibelelo nakumgangatho ophezulu womsebenzi
- Ube uyakwazi ukugcina ubudlelwane obunemveliso kunye nabantu
- Ube uyakwazi ukuyiva imiyalelo esisiseko eyenziwa ngomlomo.

Ubuchule boggibelelo lwakho-ubuqu:

- Ukubonakalisa intakazelelo ekuthabatheni imisebenzi
- Ukwamkela ukugxekwa ngomsebenzi wakho ekubeni ugcine umgangatho owamkelekileyo womsebenzi
- Ukuthabatha uxanduva ngentshukumo zakho
- Ube uzimisele ukufunda nokufumana ulwazi olutsha
- Ukukhuthaza kwanokumilisela ukusebenza njengeqela elinye kwanokusebenzisana kakuhle nabanye.

IINDIMA EZIPHAMBILI ZOMSEBENZI

- Ukugawula nokusika imithi
- Ukukhwela, ukumilisela kwanokusika amasebe emithi
- Ukusika nokuhombisa ingca kunye nezityalo
- Ukususa ukhula, ukucoca kwanokulungisa izityalelo
- Ukomba kwanokuvala imihadi
- Ukuchola inkukuma kunye nezinto ezilele kwiindawo ezivulekileyo
- Ukusebenzisa izixhobo/oomatshini (iisarha zombane, isinqumli, izigawuli, oomatshini bokusika ingca abaqhutywayo, njalo-njalo)
- Ukusebenzisa ulawulo lwezimbuzane
- Ukucoca izithuthi kubandakanya ukucoca, ukukhathalela kwanokugcina izixhobo
- Ukwenza ingxelo engekho sesikweni kunye nesesikweni.

UMLINGANISELO WOMVUZU:

Umgodlo uwonke omalunga ne R184 872.60 – R225 058.29 ngonyaka. Izibonelelo ezifana Noncedo Lonyango, Umhlala-phantsi, i-Inshorensi yoMqeshi, Intlawulo ye-13 i(Bhonasi) zibandakanyiwe apha

UMVUZU OSISISEKO:

R118 085.76 – R148 950.60 ngonyaka(T4)

UMHLA WOKUVALA:

2 DISEMBA 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.**

- lifomu zezicelo ziyafumaneka kwikhasi lothungelwano likaMasipala (www.mosselbay.gov.za) okanye ungazithunyelwa nge-imeyile xa utha waqhagamshelana nabantu abachazwe apha ngezantsi apha ngezantsi.
- likopi zeziqinisekiso zeziqo zemfundo neziqinisekisiweyo njengeziyinyaniso kufuneka zihambe neCV yakho kunye nefomu yesicelo
- Abagqatswa abafakwe kuluhlu olufutshane nabazenze ngobuchwepheshe izicelo zabo kufuneka baveze ikopi **zoqobo** eziqinisekisiweyo zeziqo zemfundo kwakunye namanye amaxwebhu ayimfuneko ngomhla okanye phambi komhla wokuvavanyelwa umsebebzi.
- 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 yomnxeba (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 weNggqesho ngokulingana, Nombolo 55 ka 1998, ngenjongo yokuxhamlisa abo bebekade behlelekile ngaphambili kunye nabakhubazekileyo.

MNU C PUREN
UMPHATHI KAMASIPALA