

Witzenberg Municipality, with its Head Office in Ceres, serves the following areas: Ceres, Tulbagh, Wolseley, Prince Alfred's Hamlet, and Op-die-Berg.

DIRECTORATE: TECHNICAL SERVICES
DEPARTMENT: STREET AND STORMWATER
2 x DRIVER: OPERATORS (REFERENCE: TEC 23 & TEC 54) EAST & WEST
PERMANENT APPOINTMENT – CERES & WOLSELEY

Applications are hereby invited from individuals who possess the required qualifications for the above vacancy.

Requirements:

- Grade 10 (Proof of relevant School or Institution must be attached)
- Valid Code EC1 driver's license and PRPD.
- Certificate of competency in the operation of the Mechanical Grader and Operation of Heavy Plant and Cranes.
- Basic computer Literacy certificate.
- 3 years of relevant experience.
- Good supervision, human relations, interpersonal, and communication skills.
- Sound mathematical and technical skills. Ability to give attention to detail.
- High level of responsibility.
- Ability to work under pressure and to handle conflict.
- Good sight, hearing, and speech ability.
- Must be physically fit and healthy.
- Required to work in all weather conditions.
- Required to work overtime and/or outside normal working hours during emergencies and planned overtime.
- Must perform duties in the whole municipal area.
- Fluent in 2 of the 3 languages spoken in the Western Cape: Afrikaans, English or IsiXhosa.
- **Please note:** A performance agreement is also applicable to this position, whereby the employer reserves the right to institute a performance management program.

COMPETENCY		
No	Category	Competency
1.	Core Professional Competencies	Problem Solving; Planning and Organising & Organisational Awareness
2.	Functional Competencies	Discipline Specific Skills; People Management; Task Management; Workplace Safety & Budgeting
3.	Public Service Orientation Competencies	Interpersonal Relationships; Communication & Service Delivery Orientation
4.	Personal Competencies	<i>Action and outcome orientation; Resilience & Ethics and Accountability</i>
5.	Management / Leadership Competencies	<i>Direction Setting; Impact and Influence; Coaching and Mentoring & Team Orientation</i>

Duties:

- Performs specific tasks and activities at the Depot and work sites prior to and on completion of allocated maintenance and construction assignments
- Receive instructions from the immediate superior and communicate with the Depot Clerk to establish details of tasks (vehicle, material, and personnel)
- Inspect safety devices, controls, lubricant levels, etc., on vehicles and heavy plants and report defects to the immediate superior.
- Observe and participate in the loading and offloading sequences of material and equipment, and correct deviations from safety procedures.
- Transport personnel, equipment to and from specific locations.
- Supervise the cleaning of equipment under supervision

- Complete internal transactional documentation (e.g., tally sheets, log sheets, progress reports, etc.) and related forms (vehicle checklist)
- Insert the relevant information (quantitative/ qualitative) and/or details of activities on the forms.
- Forward to the relevant personnel for processing.
- Refer to work schedules and registers to correct deviations in entries raised during processing.
- Submit incident reports on specific incidents experienced
- Performs specific tasks associated with the operations of mechanical plant (Front End Loader, Digger Loader) and construction vehicles (Tip Truck, Water Truck, etc.) during maintenance and construction activities
- Communicating with the supervisor on-site and confirming requirements/ specifications.
- Controlling the handling of materials including Sand; Stone; Crusher run, etc
- Prior to leaving the municipal premises, carry out the following pre-trip inspection: Check the engine water for possible radiator leaks; Check the engine and gearbox oil levels for correct levels; Check all hydraulic couplings, pipes and fluids for possible leaks; Check all links; Check all grease nipples; Check that all levers are in a working condition; Check the machine for overall defects and damage; Check all the lights and indicators to be functional and in a working order; Start the machine and check all gauges to be in working condition
- Keep a log of machine hours worked for costing purposes

Salary: R 174 862.03 per annum (Post Level T6 of a Grade 4 Municipality)

Interested candidates must complete an official application form, which is obtainable on our website: www.witzenberg.gov.za or at the Municipal Buildings at ODB, Wolseley, PA Hamlet, Tulbagh, and the main Office at Ceres. **(Applicants who do not fully complete the official application form and who do not submit certified copies of qualifications/identity documents/ driver's license will not be considered)** with a detailed CV accompanied by a cover letter, certified copies of qualifications, driver's license, and three (3) names of work-related references **(with email address of referent – the referent must be work-related)** to the Senior Human Resources Practitioner, 50, Voortrekker Road, Ceres, 6835 or E-mail to: jobs@witzenberg.gov.za. For further inquiries, you may contact Mr. H. Arendse at the Human Resources Department at Telephone number 023 – 3161854. **Disclosure of incorrect information will lead to disqualification.**

Closing Date: 06 MAY 2026 BEFORE 12H00

Please note: Canvassing of Councillors or any member of the Appointment Committee will result in automatic disqualification. Applicants who do not receive a reply within one (1) month after the closure of the applications should consider their application unsuccessful. Applications received after the closing date will not be accepted or considered. Witzenberg Municipality reserves the right not to appoint. Your application will be subjected to verification of qualifications as well as credit and criminal record checks.

Please state the reference number on your application

(Witzenberg Municipality fully supports and encourages designation groups to apply (in terms of the Employment Equity Act)

**Municipal Manager
D Nasson
04/03/22**

21 APRIL 2026