



EXTERNAL ADVERTISEMENT

DEPARTMENT: COMMUNITY SERVICES

Applicants are hereby invited from suitably qualified and experienced persons for the following vacant permanent position:

POST: EXAMINER GRADE A: DLTC & VTS/ TRAFFIC OFFICER (GRAAFF-REINET X1)

SALARY TK: 10

SALARY SCALE: R276 528– R358 920

QUALIFICATION AND EXPERIENCE REQUIRED

- Grade 12
- Diploma for Traffic Officers
- Registered as a Traffic Officer
- Registered as Examiner VTS and DLTC Grade A
- Certificate Examiner of Driving Licenses Grade A
- Certificate Examiner of Vehicles Grade A
- Valid Code EC and Code A Driver's licenses and PrDP
- No criminal record (**valid SAPS Clearance Certificate to be submitted within 1 month of appointment**) and eligible to be appointed as Peace Officer.
- 3 year's traffic experience in local government
- Computer literacy (eNATIS and Microsoft Office applications).
- Proficiency in at least 2 official languages used in the area.
- Willingness to work after normal working hours and during emergencies.

ADDITIONAL RECOMMENDATIONS

- Experience of law enforcement (traffic and by-laws).
- Management Representative experience.
- 5 years' experience as Traffic Officer.

CORE RESPONSIBILITIES

- Responsible for operational services related to examining of driving licenses (including learner licenses and related eye testing etc) and vehicle testing for roadworthiness.
- Responsible for operational services of law enforcement services (by-laws) if and when required.
- Perform relief duties at other stations when required.
- Perform active traffic officer duties.
- Provision of education and creating awareness of potential risks w.r.t. traffic safety and general community safety.
- Management Representative duties when required (DLTC and/ or VTS).
- Responsible for equipment and resources.
- Co-ordinates and attends to specific administrative recording and recordkeeping and completes specific reports, statutory documentation and registers.
- Interacts with all relevant stakeholders on all levels.

All applicants must complete the official Dr Beyers Naude Local Municipal application form which must be accompanied by a detailed curriculum vitae plus certified copies of all qualifications not older than two months and at least two recent testimonials which must reach the Human Resources Officer, (Mrs.H.C.Wessels) at the following addresses: Dr Beyers Naude Local Municipality, P.O. Box 71, Graaff-Reinet, 6280, Email: recruitment@bnlm.gov.za not later than **Wednesday, 11 December 2024**. Late, applications will not be considered. The municipality is committed to the provisions of the Employment Equity Act in its Recruitment/Employment policies. Applicants who have not been contacted within six weeks from the closing date of the advert should consider themselves unsuccessful, applicants should also consider themselves unsuccessful when not contacted six (6) weeks after the interviews. Canvassing of councillors or officials in respect of the position will lead to the disqualification of the applicant. Council reserves the right to fill or not to fill the vacancy.

DR E.M. RANKWANA
MUNICIPAL MANAGER

P.O. Box 71
Graaff-Reinet
6280

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NOTICE NO: 229/2024.