



CAPE WINELANDS DISTRICT

MUNICIPALITY • MUNISIPALITEIT • UMASIPALA

Cape Winelands District Municipality strives towards rendering a dynamic and effective service to the community under its jurisdiction. As an Employment Equity Employer, we currently offer the following vacancies to appropriately qualified and experienced individuals.

SENIOR SUPERINTENDENT: ROADS (CONSTRUCTION SUPERVISOR CR 8(7))

Job Profile:

- Coordinate and control the operations of the depot/teams, inclusive of monitoring and implementing procedures, establishing resource requirements, planning, and scheduling maintenance and road construction programmes
- Evaluate outcomes, monitor and attend to deviations in productivity and performance, and attend to specific administrative and information reporting requirements and processes, specific to construction and maintenance of proclaimed roads
- Ensure proper planning and management of work programmes and undertake road inspections with construction personnel
- Supervise road maintenance and construction staff (including bricklayers and carpenters) and complete internal transactional documentation and related forms
- Liaise with officials of the CWDM and external departments regarding complaints and queries
- Receive, manage, and report on complaints and queries from public
- Investigate complaints received regarding roads construction problems
- Responsible for technical on-the-job training activities for subordinates, including operators
- Provide inputs and assist with compilation when budget is drafted for construction of roads
- Plan activities in accordance with the budget
- Request material and equipment for construction of roads and structures
- Obtain quotations for materials or machines

Requirements:

- 3-year National Diploma in Civil Engineering (NQF level 6)
- 5 years' experience as a Senior Superintendent/Construction Supervisor CR 8(7)
- Valid code B driver's licence
- Computer literacy – MS Office
- Good communication skills in at least two of the three official languages of the Western Cape Province
- Must be physically fit and healthy
- Must have sound interpersonal skills and the ability to work under pressure
- Must have the ability to work in inclement weather conditions
- Must have organizational and managerial skills
- Must be willing to work overtime and perform standby duty
- Must be willing to travel extensively within the Cape Winelands area of jurisdiction

CORE PROFESSIONAL COMPETENCIES	FUNCTIONAL COMPETENCIES	PUBLIC SERVICE ORIENTATION COMPETENCIES	PERSONAL COMPETENCIES	MANAGEMENT / LEADERSHIP COMPETENCIES
<ul style="list-style-type: none"> • Problem Solving • Planning and Organising • Organisational Awareness 	<ul style="list-style-type: none"> • Discipline Specific Skills • People Management • Task Management • Work Place Safety • Budgeting 	<ul style="list-style-type: none"> • Interpersonal Relationships • Communication • Service Delivery Orientation 	<ul style="list-style-type: none"> • Action and outcome orientation • Resilience • Ethics and Accountability 	<ul style="list-style-type: none"> • Direction Setting • Impact and Influence • Coaching and Mentoring • Team Orientation

Salary band: R403 392 – R523 584 per annum
Post Level: T13
Centre & Reference: Worcester (620)
Closing date for applications: 24 February 2023 at 15:00

APPLICANTS ARE ENCOURAGED TO COURIER THEIR APPLICATIONS TO THE FOLLOWING ADDRESS:

STELLENBOSCH OFFICE

29 Du Toit Street / 46 Alexander Street
STELLENBOSCH
7600

OR HAND DELIVER THEIR APPLICATIONS TO THE FOLLOWING ADDRESSES:

STELLENBOSCH OFFICE

29 Du Toit Street /46 Alexander Street
STELLENBOSCH
7600

PAARL OFFICE

194 Main Street
PAARL
7646

WORCESTER OFFICE

51 Trappes Street
WORCESTER
6850

CERES OFFICE

27 Munnik Street
CERES
6835

ROBERTSON OFFICE

40 Van Reenen Street
ROBERTSON
6705

MONTAGU OFFICE

50A Bath Street
MONTAGU
6720

Fringe benefits include: pension / retirement fund, medical scheme, group life insurance, 13th cheque and a non-pensionable accommodation allowance. Details regarding the comprehensive list of fringe benefits are available on request.

The closing date for applications is regarded the date on which minimum requirements as stipulated in this advertisement should be met by applicant. No supplementary documents will be accepted after the closing date. Applicants must acquire the prescribed application form from Ms KA August on (021) 888 5120. [Duly completed applications, accompanied by originally-certified true copies of qualification certificates \(degrees, diplomas, certificates, school certificates, etc\) as well as required driver's licenses, Professional Driver's Permits and registration certificates from professional bodies, where applicable,](#) are to be forwarded to the Municipal Manager, Cape Winelands District Municipality, P.O. Box 100, Stellenbosch, 7599 in a sealed envelope and endorsed with the relevant post name on the envelope.

[It should be noted that applications that do not adhere to the above mentioned prescriptions will not be considered, neither will late, faxed and / or electronically applications be considered.](#)

Please note that, should no feedback be received by 31 May 2023 candidates may assume that their applications have been unsuccessful.

Canvassing will disqualify a candidate.



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Die Kaapse Wynland Distriksmunisipaliteit streef na dinamiese en doeltreffende dienslewering aan die gemeenskappe binne sy regsgebied. As 'n gelyke indiensneming-werkgewer, beskik ons tans oor die onderstaande vakatures vir toepaslik gekwalifiseerde en ervare persone.

SENIOR SUPERINTENDENT: PAAIE (KONSTRUKSIETOESIGHOUER CR 8(7))

Posbeskrywing:

- Koördineer en beheer die werksaamhede van die depot/spanne, insluitend die monitering en implementering van prosedures, bepaling van hulpbronvereistes, beplanning, en skedulering van instandhouding- en padkonstruksieprogramme
- Evalueer uitkomste, monitor en hanteer afwykings in produktiwiteit en prestasie, en hanteer spesifieke vereistes en prosesse ten opsigte van administrasie en inligtingsverslagdoening wat met die konstruksie en instandhouding van geproklameerde paaie verband hou
- Verseker die behoorlike beplanning en bestuur van werkprogramme en onderneem padinspeksies saam met konstruksiepersoneel
- Hou toesig oor padinstandhouding- en konstruksiepersoneel (insluitend messelaars en timmermanne) en voltooi interne transaksionele dokumentasie en verwante vorms
- Skakel met amptenare van die KWDM en eksterne departemente rakende klagtes en navrae
- Ontvang, bestuur en doen verslag oor klagtes en navrae van die publiek
- Ondersoek klagtes wat ten opsigte van probleme met padkonstruksie ontvang word
- Verantwoordelik vir tegniese indiensopleidingsaktiwiteite vir ondergeskiktes, insluitend operateurs
- Lewer insette vir en help met samestelling wanneer die begroting vir die konstruksie van paaie opgestel word
- Beplan aktiwiteite volgens die begroting
- Versoek materiaal en toerusting vir die konstruksie van paaie en strukture
- Verkry kwotasies vir materiaal of masjinerie

Vereistes:

- 3-jaar Nasionale Diploma in Siviele Ingenieurswese (NKR-vlak 6)
- 5-jaar ervaring as 'n Senior Superintendent/Konstruksietoeshouer CR 8(7)
- Geldige Kode B-bestuurslisensie
- Rekenaargeletterdheid – MS Office
- Goeie kommunikasievaardighede in ten minste twee van die drie amptelike tale van die Wes-Kaap Provinsie
- Moet fisies fiks en gesond wees
- Moet beskik oor goeie interpersoonlike vaardighede en die vermoë om onder druk te werk
- Moet beskik oor die vermoë om in gure weerstoestande te werk
- Moet beskik oor organisering- en bestuursvaardighede
- Moet bereidwillig wees om oortyd te werk en bystandsdienste te verrig
- Moet bereidwillig wees om uitgebreid binne die Kaapse Wynland-regsgebied te reis

KERN- PROFESSIONELE BEVOEGDHEDE	FUNKSIONELE BEVOEGDHEDE	STAATSDIENS-GEORIËNTEERDE BEVOEGDHEDE	PERSOONLIKE BEVOEGDHEDE	BESTUURS-/ LEIERSKAP-BEVOEGDHEDE
<ul style="list-style-type: none"> • Probleemoplossing • Beplanning en organisering • Organisasoriese bewusheid 	<ul style="list-style-type: none"> • Dissipline-spesifieke vaardighede • Mensebestuur • Taakbestuur • Werkplekveiligheid • Begroting 	<ul style="list-style-type: none"> • Interpersoonlike verhoudinge • Kommunikasie • Dienslewering-oriëntasie 	<ul style="list-style-type: none"> • Aksie- en uitkomsoriëntasie • Veerkragtigheid • Etiek en verantwoordbaarheid 	<ul style="list-style-type: none"> • Rigtingstelling • Impak en invloed • Afrigting en mentorskap • Spanoriëntasie

Salarisreeks: R403 392 – R523 584 per jaar
Posvlak: T13
Standplaas en verwysing: Worcester (620)
Sluitingsdatum vir aansoek: 24 Februarie 2023 om 15:00

AANSOEKERS WORD AANGEMOEDIG OM HUL AANSOEKE NA DIE VOLGENDE ADRES TE KOURIER:

STELLENBOSCH KANTOOR

Du Toitstraat 29 / Alexanderstraat 46
STELLENBOSCH
7600

OF AANSOEKE KAN PER HAND AFGELEWER WORD NA DIE VOLGENDE ADRESSE:

STELLENBOSCH KANTOOR

Du Toitstraat 29 / Alexanderstraat 46
STELLENBOSCH
7600

PAARL KANTOOR

Hoofstraat 194
PAARL
7646

WORCESTER KANTOOR

Trappesstraat 51
WORCESTER
6850

CERES KANTOOR

Munnikstraat 27
CERES
6835

ROBERTSON KANTOOR

Van Reenenstraat 40
ROBERTSON
6705

MONTAGU KANTOOR

Badstraat 50
MONTAGU
6720

Byvoordele sluit in: pensioen- / aftreefonds, mediese skema, groeplewensversekering, 13de tjek en 'n nie-pensioengewende akkommodasie toelae. Besonderhede rakende die omvattende lys van byvoordele is op aanvraag beskikbaar.

Die sluitingsdatum vir aansoek word beskou as die datum waarop aansoekers aan die minimum posvereistes soos gestipuleer in hierdie advertensie, moet voldoen. Geen ondersteunende dokumente sal na die sluitingsdatum aanvaar word nie. Die voorgeskrewe aansoekvorm waarop aansoek gedoen moet word, is verkrygbaar by Me KA August by (021) 888 5120. [Aansoek, vergesel van oorspronklik gewaarmerkte, ware afskrifte van kwalifikasiesertifikate \(grade, diplomas, sertifikate, skoolsertifikate, ens.\), asook die vereiste rybewyse, Professionele Bestuurspermitte en registrasiesertifikate van beroepsliggame, waar toepaslik, moet teruggestuur word aan die Munisipale Bestuurder, Kaapse Wynland Distriksmunisipaliteit, Posbus 100, Stellenbosch, 7599.](#)

Neem asseblief kennis dat aansoek wat nie aan die bogenoemde voorskrifte voldoen nie, nie oorweeg sal word nie. Aansoek wat laat, per faks en / of elektronies ontvang word, sal ook nie in aanmerking geneem word nie.

Neem asseblief ook kennis dat indien geen terugvoer teen 31 Mei 2023 ontvang is nie, kandidate kan aanvaar dat hul aansoek onsuksesvol was.

Gunswerwing sal 'n kandidaat diskwalifiseer.