

THEEWATERSKLOOF

Munisipaliteit * Municipality * uMasipala

Theewaterskloof Municipality currently awaits suitably qualified persons for appointment in the undermentioned vacancy.

Please note: *This position is being re-advertised. All applicants who previously applied must submit a new application.*

MANAGEMENT REPRESENTATIVE: DRIVERS LICENSE TEST CENTRE (DLTC) - RIVIERSONDEREND

Salary: Post level T09 – Between: R228 372.00 p.a. and R296 376.00 p.a.

The most eligible candidate must be in possession of a Gr.12 Certificate and Examiner of Driving License Diploma. Applicants must be registered as an Examiner of Driving Licenses (Grade B) and in possession of a valid Code EC Driver's License. Must be trained and have a full understanding of the latest Procedure Manual for NaTIS Operators. Must have sound knowledge of the National Road Traffic Act, Act 93/1996. Must be computer literate and be able to communicate in at least 2 (two) of the 3 (three) official languages in the Western Cape, namely English, Afrikaans and Xhosa. No Criminal Record (Important – a valid SAPS Clearance Certificate or proof of application for a SAPS Clearance Certificate must accompany your application. Applicants must provide a valid police clearance certificate not older than 6 months on the day of the interview – applicants who does not provide the valid clearance certificate on the day of the interview will automatically be disqualified.

Responsibilities: Supervise Driving License Test Centre (DLTC) and ensure that all processes are implemented in terms of the National Road Traffic Act, Act 93/1996 * Manage and Control the Driving License Test Centre (DLTC) by operating in accordance with a Quality Control System * Maintain the Quality Control System to ensure that all documentation is kept at the DLTC * Manage the maintenance of the Test Yard and equipment * Compile Weekly/Monthly/Annual reports * Investigate complaints regarding the DLTC * Compile and ensure that statistics are compiled and submitted to Head Office and Provincial Department of Transport and Public Works * Other duties as requested from time to time.

Enquiries: Contact Mr. R Hendricks: Acting Manager Public Safety

Tel: 028 – 2143300

If you do not receive any feedback, within two (2) months after the closing date, kindly assume that your application was unsuccessful. The Council reserves the right not to make any appointment.



Theewaterskloof Municipality is committed to equal opportunity and affirmative action. Preference will be given to suitably qualified candidates who are members of the designated groups as defined in Section 1 of the Employment Equity Act namely black people, women and people with disabilities.

B Ngubo, Acting Municipal Manager, P O Box 24, 6 Plein Street, Caledon 7230

The council's offer includes benefits such as pension, medical aid and a group scheme as well as a 13th cheque, a housing-/ rental subsidy and assistance with relocation cost under certain conditions.

Applicants must complete the prescribed application form along with a detailed CV with originally certified copies of qualifications, ID document, as well as a testimonial in order to be considered for the position. Application forms must be forwarded to the Manager: Human Resources, Theewaterskloof Municipality, and P O Box 24 Caledon 7230.

Please note: No e-mailed, scanned or faxed applications will be accepted, and shortlisted candidates will be required to produce original copies of academic qualifications on the day of the interview. Only original applications forms will be accepted.

Canvassing will disqualify any candidate from being considered for appointment.

APPLICANTS WHO DO NOT COMPLETE THE PRESCRIBED APPLICATION FORM WILL AUTOMATICALLY BE DISQUALIFIED.

Closing date: 27 September 2022 at 12:00 pm. (no applications will be accepted or considered after the closing date)