

Applications are hereby invited from persons to be appointed in the under mentioned vacancy.

SENIOR TRAFFIC OFFICER (TRAFFIC LAW ENFORCEMENT) – THEEWATERSKLOOF MUNICIPALITY

Post Level: T10 – Between R301 836.00 p.a. and R391 764.00 p.a.

Minimum Requirements: The most eligible candidate must be in possession of a Grade 12 plus a Traffic Officer Diploma (**originally certified copy must be attached**) 5 - 8 years relevant experience. A valid code B driver's License (**originally certified copy must be attached**). Firearm Competency Certificate (**Originally certified copy of valid certificate must be attached**) . No Criminal Record (**Originally certified copy of Clearance Certificate or Proof of application of clearance certificate must be attached**) Be able to act consequently and firmly. Must be trustworthy with a high level of integrity together with the ability to handle conflict, stress and work under pressure. Good communication skills in at least two (2) of the three (3) official languages in the Western Cape, namely English, Afrikaans and Xhosa. Only applicants with the highest levels of personal integrity will be considered.

Special conditions:

The prescribed application form must be accompanied with originally certified copies of the following documents before the closing date and time of this advertisement – Failure to attach the required certified documents will automatically disqualify an applicant.


- Originally certified copy of Grade 12 Certificate
- Originally certified copy of Traffic Officer Diploma
- Originally certified copy of Code B Driver's license
- Originally certified copy of Firearm Certificate
- Originally certified copy of Clearance certificate or proof of application of clearance certificate
- Originally certified copy ID Document

Key performance areas: Supervising and exercising control over the duties, activities and discipline of the immediate subordinates, * Evaluating the performance of the immediate subordinate and giving guidance and advice regarding his/her duties, * Patrolling and observing the streets with his / her vehicle and attending to any traffic infringements, for example the neglecting of traffic signs, illegal parking, etc., * Traffic Control & Traffic Law Enforcement * Performing duties as prescribed in the National Land Transportation Act (NLTA) * Record Road Traffic Crashes (RTC's) and register such at the SAPS in order to obtain a AR-No for reference purposes, * Enforcement of Municipal By-Law * Executing Warrants of Arrests (WoA) and preparing statements, * Provide emergency support function during disasters or emergency situations * Complete specific reports, statutory documentation and registers * Impounding of vehicles * Present Road Safety Awareness and Educational programs * Ensure that inconvenience and/or risks to safety are minimized through efficient handling of traffic congestions / bottlenecks * Do specialized Traffic Policing * Promoting a Safe Work Environment * Be willing to work: Shifts, Overtime and Perform Standby duties as and when required * Other duties as requested from time to time.

Minimum Competency Framework

Core Professional Competencies <ul style="list-style-type: none">- Problem Solving- Communication- Resilience- Negotiation and Influencing- Ethics and Professionalism	Public Service Orientated competencies <ul style="list-style-type: none">- Interpersonal Relationships- Service Delivery Orientated- Client Orientated
Personal Competencies <ul style="list-style-type: none">- Action and outcome orientated- Change readiness- Cognitive ability- Learning Oriented	Management / Leadership competencies <ul style="list-style-type: none">- Team Orientated- Impact and Influence- Direction setting

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 the Employment Equity Amendment act.

W Hendricks, Municipal Manager, P O Box 24, 10 Church 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 settling of furniture removal cost under certain conditions.

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

Shortlisted candidates will be subjected to a qualification verification, reference check and where necessary undergo screening and vetting.

Please note: No e-mailed, scanned or faxed applications will be accepted. Only original applications forms will be accepted.

Enquiries: Mr. R Hendricks –Senior Superintendent Traffic

Tel: 028 2143300

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: 26 September 2025 at 12:00 pm. (no applications will be accepted or considered after the closing date)