

THEEWATERSKLOOF

Munisipaliteit * Municipality * uMasipala

Theewaterskloof Municipality currently awaits suitably qualified persons for appointment in the under – mentioned vacancy.

Please note – *The workstation of this position has been changed from Riviersonderend to Caledon. Applicants who already applied do not have to submit a new application.*

TRAFFIC OFFICER – THEEWATERSKLOOF MUNICIPALITY [CALEDON]

Post Level: T09 – Between R268 104.00 p.a. and R347 928.00 p.a.

The most eligible candidate must be in possession of a Grade 12 Certificate with a Traffic Officer's Diploma together (***originally certified copy must be attached***) 2 – 5 years relevant experience in traffic and law enforcement (***experience must be clearly stated in the application form***). A valid code B driver's License (***originally certified copy must be attached***). A valid Training Certificate issued by a person registered in terms of the South African Qualifications Authority Act, Act 58/1995 read with the Skills Development Act, Act 97/1998 and who is accredited with the relevant SETA as a service provider to provide training in the safe use and handling of firearms (***originally certified proof must be attached***). No criminal record (**Important** – A valid Criminal Record Clearance Certificate or proof of application of Criminal Clearance Certificate **must accompany your application**). Be able to act consequently and firmly. Must be trust worthy with a high level of integrity together with the ability to handle conflict, stress and work 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 documents will automatically disqualify an applicant.

- Originally certified copy of Grade 12 certificate
- Originally certified copy of Traffic Officer's Diploma
- Originally certified copy Valid driver's license
- Originally certified copy of valid training certificate in the safe use of firearms
- Originally certified copy of Criminal
- Originally certified copy of ID

Key Performance Areas: 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 an AR for reference purposes * Enforcement of Municipal By-Law * Executing Warrants of Arrests (WoA) and preparing statements * Providing emergency support function during disaster 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 Section 1 of the Employment Equity 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 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 Law Enforcement

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