



BREEDE VALLEY

MUNICIPALITY • MUNISIPALITEIT • UMASIPALA


ONLINE JOB APPLICATION - GUIDELINE

STEP 1

Option 1: (Via the advertisement)

Click on the website link on number 5 under “**PLEAE NOTE**”:

External advertisement (**EXAMPLE**) - Go to our vacancies website
<https://bvmjobs.mcidirecthire.com>



BREED VALLEY
MUNICIPALITY

EXTERNAL ADVERTISEMENT

DIRECTORATE: PUBLIC SERVICES
DIVISION: WATER SERVICES
SECTION: LABORATORY SERVICES
LOCATION: WORCESTER (WWTW)

LABORATORY OFFICER
(PERMANENT)

SALARY: R257 117.40 – R333 709.98 per annum [T10] Ref: PS/WS03/1022

Job Purpose: Provide laboratory services to wastewater treatment plants, drinking water treatment plants, industries effluent monitoring, air quality monitoring and check compliance with relevant regulations SANS 241 for drinking water, Department Water and Sanitation wastewater effluent limits as described in license/permit authorisations.

Duties: Planning of laboratory's day-to-day activities • Evaluate and submit reports to Supervisors of treatment plants • Evaluate and submit laboratory results and make recommendations where applicable in terms of water and wastewater analyses • Communicate with supervisors of treatment plants and other external role players (e.g., industries) inquiries in terms of quality of drinking water and effluent • Keep up to date regarding the latest analytical methods and national standards pertaining to drinking, water and final effluent quality (South African National Standards for drinking water, Blue and Green Drop Requirements) • Ensure the smooth and proper functioning of the laboratory services unit • Supervise and communicate with laboratory assistant re daily operational aspects of the laboratory • Ensure that activities are timeously executed • Liaise with superintendent/supervisor of the treatment plants regarding process control and results obtained from analyses • Perform the different chemical analyses depending on the parameters required, e.g. Chemical Oxygen Demand, Alkalinity, Electrical Conductivity, pH, etc. • Ensure an accurate, effective and credible laboratory service regarding safe potable water and effluent quality to the community • Record samples received in the laboratory, noting date, their origin, type of sample and analysis to be performed • Ensure timely and proper cleaning of all sampling containers, glassware and equipment prior to chemical and microbiological analyses • Prepare and group the samples collected from outside collection points according to the different tests and/or parameters required • Record rough data after performing different analyses (chemical, physical and microbiological) • To ensure that personnel is proficient in using equipment for effective service delivery • Adhere to health and safety regulations in terms of OHS Act.

Requirements: Relevant National Diploma in a Science field or BSc Science degree, eligible to register with SACNASP as a candidate scientist, Computer Literacy: MS Office, 0-2 years relevant experience.

Inherent Requirement: Drives License Code B

Competencies: (For detail description of competencies, read competency level 2 from page 667/676 of the Competency Framework, on our website / on this link - <https://bvm.gov.za/download/municipal-staff-regulations-competency-framework/>)

Functional Competencies: Business Processes, Use of Technology, Data Processing & Analysis.
Public Service Orientation Competencies: Interpersonal Relationships, Communication, Service, Delivery Orientation, Client Orientation and Customer Focus.
Personal Competencies: Action Orientation, Resilience, Change Readiness, Cognitive ability, Learning orientation.
Management / Leadership Competencies: Impact and Influence, Team Orientation, Direction Setting Coaching and Mentoring.

CLICK on this Link

PLEASE NOTE: Please read the below conditions carefully, only those who comply with the conditions will be considered

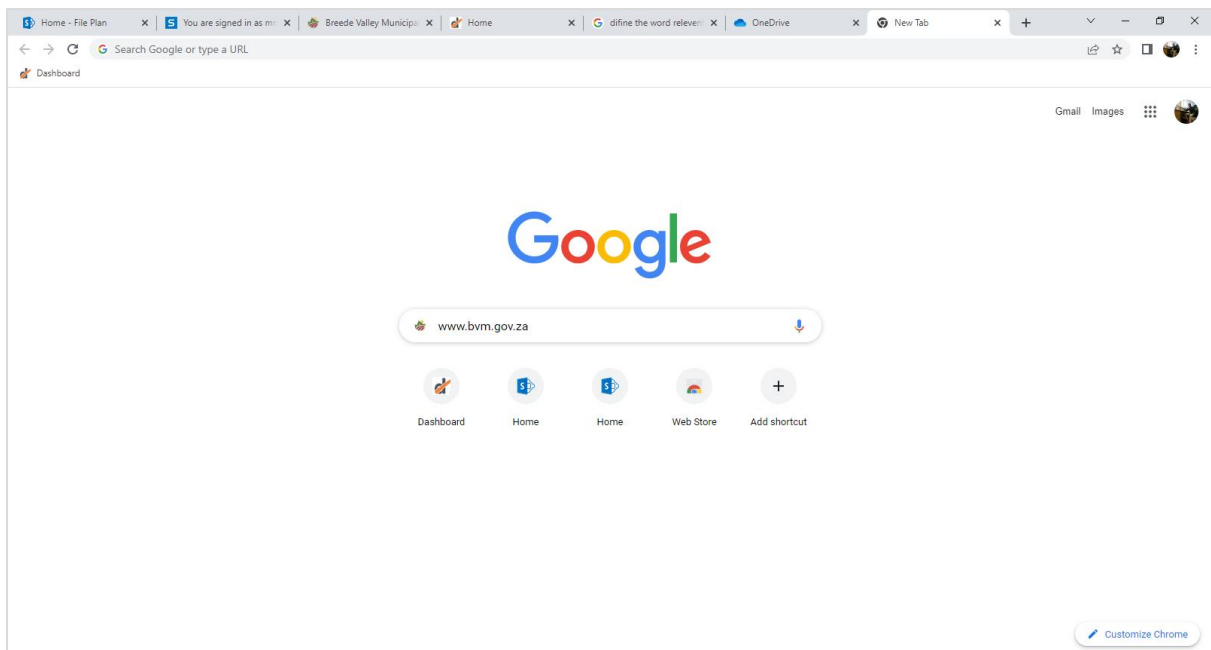
1. No late applications will be considered.
2. The Municipality is an equal opportunity employer and as such will observe the requirements of the **Employment Equity Act** and its **EE plan**
3. **Note that BVM is using a new Recruitment Portal which is an online portal.**
4. **Only online applications will be accepted.**
5. To apply in assured confidence, please do so online via the link: <https://bvmjobs.mcidirecthire.com>
6. **Also attach an updated CV (Including details of at least 3 contactable WORK REFERENCES and the relevant numbers), certified copies of qualifications, and covering letter.**
7. Any candidate appointed at the **Breedevale Municipality** will sign an employment and performance agreement that will be subject to probation monitoring and performance monitoring in accordance with the Local Government : Municipal Staff Regulations.
8. **For enquiries contact the Human Resources Office at 023 348 4961** or on email address: ssatarein@bvm.gov.za / mntukulo@bvm.gov.za / mmbiza@bvm.gov.za
9. Canvassing with Councillors or any other decision-maker is not permitted, and proof thereof will result in disqualification.
10. Fraudulent qualifications documentation will immediately disqualify any applicant.
11. If you have not heard from us within 60 days of the closing date, please accept that your application has been unsuccessful.

All applications should reach us by **date /month/year at 13:00.**

The Municipality reserves its right not to make an appointment

Option 2

Open Google chrome / any internet browser and search www.bvm.gov.za

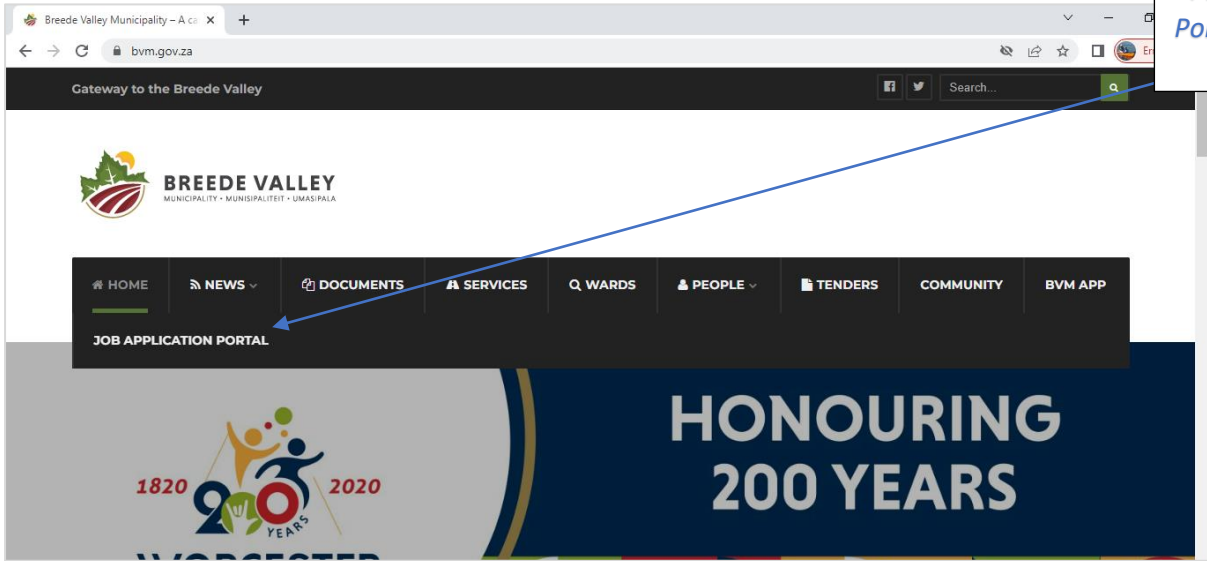


Type and click enter: www.bvm.gov.za

STEP 2:

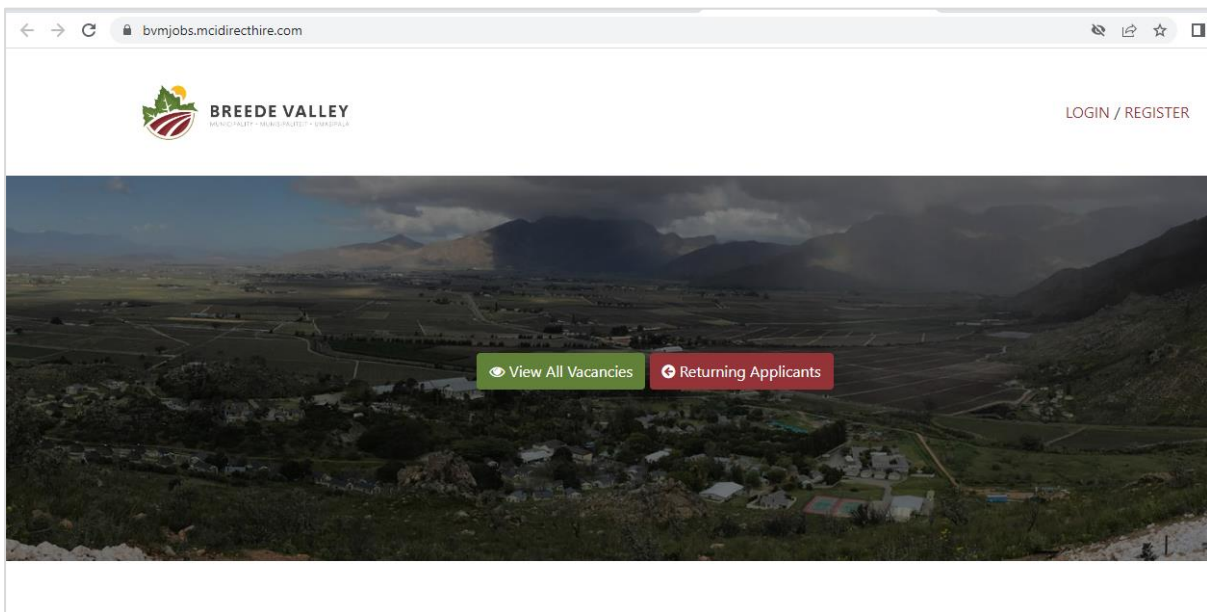
Once you are on the Breede Valley Municipality home Page:

CLICK on Job Application Portal Icon



CLICK on Job Application Portal Tab

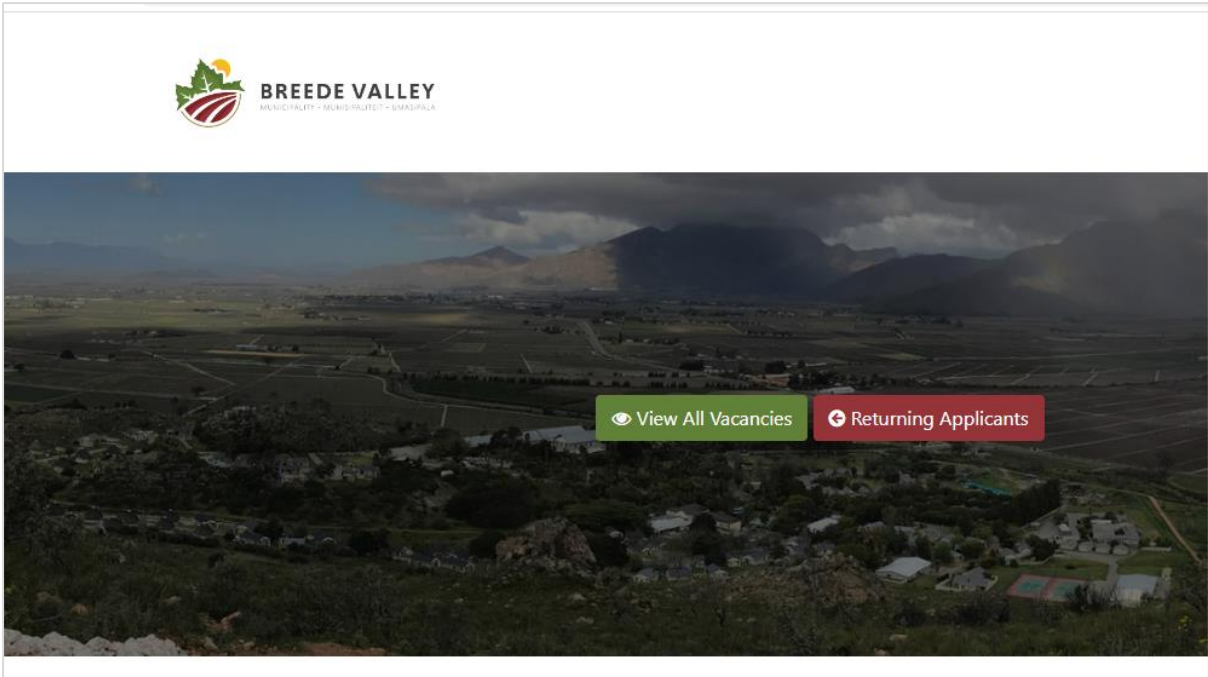
Option 2



STEP 3

Click view all vacancies:

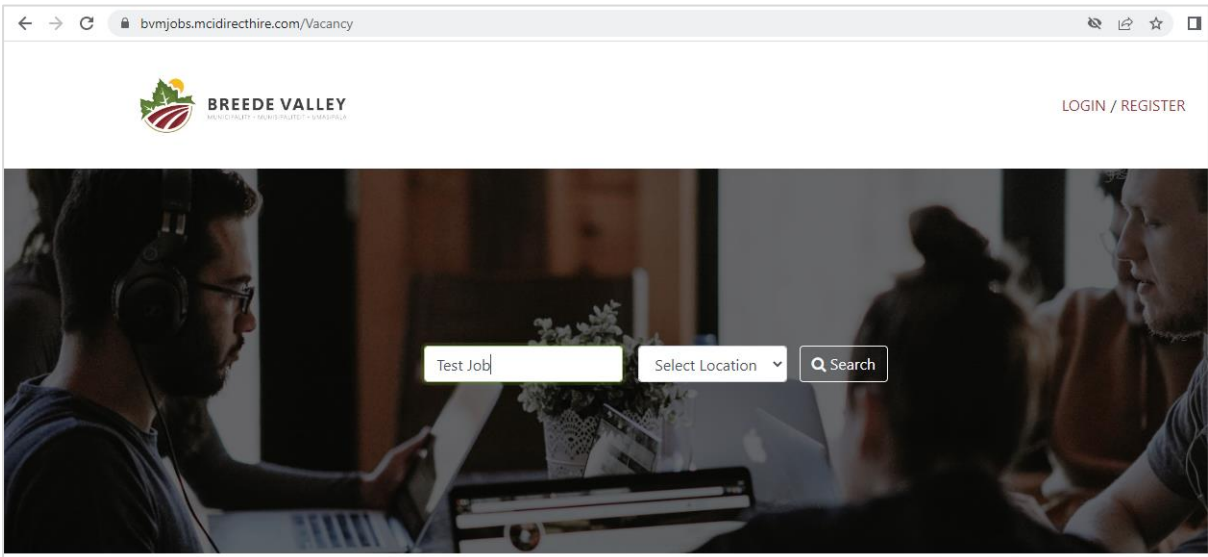
List of job vacancies will populate, and you can search.



STEP 4

Search for the position, as per the job title indicated on the advert

e.g., search for "Test Job"



STEP 5

Click read more, to read full detail of the advertisement:

<< < 1 > >>

Test Job (Only for Testing) 📅 Worcester

Job Ref #: BVM-2
Industry: Technical
Positions Available: 6

GENERAL ASSISTANT X 6 (PERMANENT) SALARY: R 112 722.46 – R 133 085.32 per annum [T3] Ref:

[Read More](#) [Apply](#) 📱📧📧📧📧

<< < 1 > >>

The system will generate full details and information about the job advertisement. See below example:

Vacancy Details

Test Job (Only for Testing) 📅 2023/03/31 Worcester

Job Ref #: BVM-2
Industry: Technical
Job Type: Permanent
Salary: R160 858,46 - R187 273,32

Job Purpose: Undertakes general manual labour activities associated with maintaining roads and stormwater infrastructure in accordance with laid down instructions to support acceptable standard of service delivery.

Duties: Receive instructions/ guidance from the immediate superior and attends to the preparation of work site • Clean and Open Storm Water & Leiwier Systems, pipes and drains. Sweep the streets, pick up litter and clean storm water gully's • Preparing requisite quantities of materials and proceeds with mixing sequences • Excavating and backfilling trenches and ancillary roads-works to defined levels and width using hand held tools. Laying and compacting materials using hand held tools • Supporting the Supervisor with the placing of pre-cast concrete products • Supporting the supervisor with the marking and mourning of signage on supporting structures • Cleaning potholes and prepare for filling. Cleans vehicles and attends to the storage and care of cleaning of tools.

Minimum Qualification Requirements: Basic Literacy, 0-1 years' work experience

Preferred Requirements: Grade 8

Please carefully read the information about the job advertisement.

STEP 6

Once you fully read the job advertisement and interested to apply for the position, click "Apply"

PLEASE NOTE:

1. The Municipality is an equal opportunity employer and as such will observe the requirements of the **Employment Equity Act** and its **EE plan**.
2. Canvassing with Councillors or any other decision-maker is not permitted, and proof thereof will result in disqualification.
3. Fraudulent qualifications documentation will immediately disqualify any applicant.
4. If you have not heard from us within 60 days of the closing date, please accept that your application has been unsuccessful.

CLOSING DATE: 15 APRIL 2023

The Municipality reserves its right not to make an appointment.

[Apply](#)



[Back](#)

STEP 7

Fully complete the online application

Please complete the following details to continue

Test Job (Only for Testing) (Ref# BVM-2)

Title	<input type="text" value="Mr"/>
Initials	<input type="text" value="Mcebisi"/>
Name	<input type="text" value="Jovan"/>
Surname	<input type="text" value="Mbiza"/>
ID Number	<input type="text" value="000331000000"/>
Are you a South African citizen	<input type="text" value="Yes"/>
Nationality	<input type="text" value="South Africa"/>
Notice Period	<input type="text" value="1 Month"/>
Do you have a valid work permit	<input type="text" value="No"/>
Date of Birth	<input type="text" value="2000/03/31"/>
Physical Address	<input type="text" value="78 Klue Street"/>

STEP 8

Once fully completed all required fields, please attach all the required documentations

CV

Maximum allowed file size is **4MB**.

Copy of ID / Passport

Maximum allowed file size is **4MB**.

Copy of Drivers Licence

Maximum allowed file size is **4MB**.

Copy of Qualification Transcript

Maximum allowed file size is **4MB**.

Supporting Documents

Maximum allowed file size is **4MB**.

STEP 9

Read through your application and attached all documentation, then click “Next”

Only upload files of the following types: doc,docx,pdf,txt,jpeg,jpg,png

▼ Terms and Conditions

Next

STEP 10

Click submit

Back Submit