



**(EXTERNAL ADVERTISEMENT)**

**DIRECTORATE: ENGINEERING SERVICES  
DIVISION: ELECTRICAL SERVICES  
LOCATION: WORCESTER**

**OPERATOR / DRIVER  
(PERMANENT)**

**BASIC SALARY: R 189 937.58 – R 246 489.90 per annum [T07]**

**TOTAL COST TO COUNCIL: R 277 419 – R 350 396 per annum**

*(Inclusive of Municipal benefits: Group Life Scheme, Pension Fund etc.)*

**Ref:**

**Job Purpose:** Performs specific truck driving and crane operation duties during minor and major works in order to deliver an effective and efficient electrical support within the Electrical services department.

**Duties:**

- Operate truck mounted crane.
- Driving and manoeuvring the vehicles and engaging controls to operate mechanisms to facilitate specific sequences.
- Controlling the utilization of materials and discharging/ offloading required quantities of materials for maintenance work.
- Receiving instructions/ work orders from the immediate superior and establishing details of tasks (vehicle, materials and personnel).
- Discussing and scheduling priorities (site visits, etc.) and clarifying specific requirements for allocation and execution at sites.
- Transporting personnel, material and equipment to/ from specific locations.
- Executing loading and offloading sequences of material and equipment and correcting deviations from safety procedures.
- Ensure the setting up of signage and safety signals to accommodate traffic and pedestrian flow.
- Provide support during the erection, maintenance, repairs, poles, stays, aerial transformers and switchgear etc.
- Ensure the placing and stacking tools/ equipment in the vehicle, observing sequences and procedures supporting safe transit.
- Supervising the removing of debris, rubble, etc.
- Ensure the cleaning of worksites, vehicles and ensuring good housekeeping practices.
- Responsible for the usage, storing, cleaning, returning of tools and equipment to the departmental stores.
- Leading and guiding staff.
- Investigating accident / incidents on site with a view to accurately describing sequences to facilitating reporting and updating of records.
- Monitoring the attendance and timekeeping of subordinates.
- Instructing, delegating work and motivate sub-ordinates by means of regular discussions.
- Attend to grievance and informal disciplinary hearings and recommended appropriate disciplinary action.
- Inserting the relevant information (quantitative/ qualitative) and/ or details of activities.
- Ensure the delivery of power outage notices.
- Record daily activities of work on the job card.
- Inspecting safety devices, controls, lubricant levels, etc. on vehicles and reports defects to the immediate superior.
- Checking the oil, water, tyre pressure, fuel level, etc. of the designated vehicles.
- Ensuring that the designated vehicle is kept in a neat and tidy condition.
- Ensuring that all the administration relating to the refuelling of the designated vehicles is in accordance with the applicable

Municipal Policy and Procedures. •Recording each trip on an individual basis on the designated Vehicle Log Sheet. •Adheres to technical standards and safety legislation by complying with procedures, instructions and guidelines. •Ensures that safety standards are applied e.g. wearing of safety clothing by subordinates, demarcation, barricading of areas and safe working heights. •Ensure the safety of the workers and material in transit. •Submits completed HIRA forms to the immediate superior.

**Minimum Requirements:**

- Grade 10
- Driver's license EC, plus a PDP.
- 1 year's relevant truck driving and crane operating experience.
- Valid Crane Operator Certificate
- Proficient in at least two of the three official languages in the Western Cape

**Competencies:** (For a detailed description of competencies, read competency level 4 from page 522 / 530 of the Competency Framework on our website / on this link- <https://bvm.gov.za/download/municipal-staff-regulations-competency-framework/> )

**Core Professional Competencies:** Written Communication, Oral Communication, Attention to Detail, Influencing, Ethics and Professionalism, Organisational Awareness, Problem Solving, Planning and Organising.

**Functional Competencies:** Vehicle Safety, Driving Behaviour, Learning Orientation, Quality Orientation

**Public Service Orientation Competencies:** Service Delivery Orientation, Interpersonal Relationships, Communication

**Personal Competencies:** Service Delivery Orientation, Interpersonal Relationships Communication, Action Orientation, Learning Orientation, Impact and Influence, Team Orientation

**Management / Leadership Competencies:** Team Orientation, Direction Setting, Coaching and Mentoring, Impact and Influence.

**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. **Only online applications will be accepted.**
4. **Also attach an updated CV (Including details of at least three (3) contactable WORK REFERENCES and the relevant numbers), certified copies of qualifications, and covering letter.**
5. Any candidate appointed at the **Breedse Valley Municipality** will sign an employment and performance agreement subject to probation per the Local Government: Municipal Staff Regulations.
6. **For enquiries contact the Human Resources Office at 023 348 4961** or by email address: [jobs@bvm.gov.za](mailto:jobs@bvm.gov.za)
7. Candidates will be subjected to practical examination.
8. Canvassing with Councillors or any other decision-maker is not permitted, and proof thereof will result in disqualification.
9. Fraudulent qualifications documentation will immediately disqualify any applicant.
10. If you have not heard from us within sixty (60) days of the closing date, please accept that your application has been unsuccessful.

All applications should reach us by **01 August 2024 at 13:00**.

**The Municipality reserves its right not to make an appointment.**