



**DIRECTORATE: PUBLIC SERVICES**  
**DIVISION: WATER SERVICES (WATER SERVICES NETWORKS AND TOWNS)**  
**LOCATION: BOKRIVIER WTW (TOUWSRIVER)**

**PROCESS CONTROLLER (PERMANENT)**  
**SALARY: R 180 206.43 – R 233 861.38 [T7] Ref: PS/WS10/092022**

**Job Purpose:** Control and monitor process units at the Bokrivier Water Treatment Works and to ensure the quality of potable water in accordance with laid down procedures.

**Duties:**

- Receive instructions from the immediate superior.
- Monitor and control the operations of the Bokrivier Water Treatment Works.
- Inspect all water treatment processes for defects or deviations.
- Take bulk water meter and dam level readings.
- Calibrate the instrument that is used to do sample analyses on a regular basis to ensure accurate readings.
- Ensure that laid down procedures and / or instructions are applied and complied with during the treatment / purification process.
- Take compliance samples of the treatment process.
- Perform process control of chemical dosing (chlorine and lime).
- Ensure that the potable water complies to SANS 241.
- Ensure laid down instructions are complied with and/ or specific deadlines and productivity standards accomplished as far as water meters are concerned.
- Contribute to maintaining the assets of the department that is used to achieve service delivery.
- Ensure accurate operational and maintenance information is maintained and available on request and to keep the administration up to date and monitor the daily treatment process.
- Adhere to standard operating procedures and instructions when utilizing equipment to comply with the OHS Act.
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**Requirements:** Grade 12 or relevant post matric qualification preferably a NTC 3 in Water Treatment or Waste Water treatment; Trade related qualification: Operators certificate/ Waste water Treatment practice (N3) and Code EB Driver's License.

**Experience:** 1 - 2 years' relevant experience required

**PLEASE NOTE:**

1. Please read the conditions carefully, only those who comply with the conditions 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**. African Male, White Male, African Female, White Female and People with disabilities are encouraged to apply.
3. To apply in assured confidence, please do so on the e-mail address: ***jobs@bvm.gov.za***.

4. When applying please ensure that you submit/attach the compulsory and fully completed BVM application form which can be downloaded from the municipal website at <https://bvm.gov.za/download/2022-application-form-for-employment-msr/>. **Non completion of the BVM application form will automatically disqualify your application.** Also attach an updated CV (Including details of at least 3 contactable WORK REFEREES and the relevant numbers), certified copies of qualifications, covering letter and Drivers licence.
5. Any candidate appointed at the **Breede Valley 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.
6. Certain applicable posts will be subject to screening, vetting and medical assessment before appointment.
7. **For enquiries contact the Human Resources Office at 023 348 4961** or on email address: [ssatarein@bvm.gov.za](mailto:ssatarein@bvm.gov.za) and [mntukulo@bvm.gov.za](mailto:mntukulo@bvm.gov.za) .
8. **Candidate will be required to complete a written assessment.**

All applications should reach us by **14 October 2022 at 13:00**

**Please note that:**

- No late applications will be considered.
- **Only hand delivered and e-mailed applications will be accepted.**
- If you have not heard from us within 60 days of the closing date, please accept that your application has been unsuccessful.
- Canvassing with Councillors or any other decision-maker is not permitted, and proof thereof will result in disqualification.
- Fraudulent qualifications documentation will immediately disqualify any applicant.

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

## COMPETENCIES REQUIRED

### Core Professional Competencies

- Communicates information in the appropriate language, style and uses correct technical terms.
- Asks questions to clarify any task or process related uncertainties.
- Communicates potential risks and hazardous information in a projected tone.
- Understands the potential impact of problems to own working environment.
- Demonstrates the ability to make decisions in a timely manner.
- Makes sound decisions by exercising judgment in accordance to the knowledge, skill and experience.
- Able to work within planned timeframes and complete tasks.
- Follows procedures as prescribed in policy and standard operating procedures.
- Brings potential issues of conflict to the attention of the supervisor.
- Aware of resources available to resolve minor ethical issues.

### Functional Competencies

- Displays a satisfactory level of technical and professional skill or knowledge of relevant process.
- Identifies task specific problems and analyses all factors that influence the solution.
- Practices and encourages good work ethos in individual and team capacity.
- Demonstrates a clear focus on tasks to ensure an uninterrupted process (sound, activity).
- Requests clarification about any work-related concerns.
- Demonstrates general operational knowledge of the functionality of plant equipment.
- Demonstrates the ability to use basic technology and equipment applicable to work tasks.
- Able to identify general malfunctions or error codes of technology and equipment.
- Accurately and carefully follows established procedures.
- Adheres to Health and Safety rules conditions, hazardous materials and possible danger.

### Public Service Orientation Competencies

- Shows a commitment to excellence and quality.
- Gets on well with others.
- Communicates effectively.
- Able to understand basic verbal instructions from supervisors and colleagues.

### Personal Competencies

- Willing to take on new challenges.
- Accepts criticism about performance in stride, while maintaining work standards.
- Shows a willingness to learn.

- Shows strong analytical reasoning.
- Engages in regular external activities

#### Management/ Leadership Competencies

- Has a clear sense of his/her own and team goals.
- Deserving of respect from peers and supervisors.
- Appears willing to learn new ways of doing things.
- Co-operates and works well with others.