



THEMBELIHLE

*Incorporating the towns of Strydenburg and Hopetown
Northern Cape Province, Republic of South Africa*

LOCAL MUNICIPALITY
PLAASLIKE MUNISIPALITEIT
U-MASIPALA WASEKUHALENI

✉ Private bag X3HOPETOWN8750
Church Street HOPETOWN 8750
☎ (053) 2030005/8/442
Fax (053) 203 0490
www.thembelihlemunicipality.gov.za

EXTERNAL ADVERTISEMENT

NOTICE NO: 5/2022

Thembelihle Municipality, with its Headquarters in Hopetown hereby invites suitably qualified candidates to apply for the following vacant post. The Municipality is an equal opportunity, affirmative action employer and subscribes to the principles of employment equity and actively promotes representation in terms of race, gender and disability.

Permanent Post

DEPARTMENT: CORPORATE SERVICES

1. CHIEF TRAFFIC OFFICER: TRAFFIC SERVICES

Monthly Salary: R30 158.19 pm (Task Grade 12)

2. Key Requirements:

- Grade 12
- National Diploma Traffic Management: NQF Level 6
- Examiner for motor vehicles
- Examiner for Drivers Licences
- Minimum of 5 years experience in Municipal Traffic Law enforcement
- Code A and EC Drivers Licence
- The necessary capabilities to act independently
- Proven Supervisory Skills
- Sound human resource relations and communication, negotiation and presentation skills.
- A well developed verbal power of reasoning as well as language proficiency – Bilingualism
- To be creative and analytical thinking
- Computer Literacy

3. The incumbent of the post will be responsible for:

- Identifying customer (internal & external) needs by conducting surveys, or through public debate or personal contact
- Provide inputs into and generating aspects that should be included in the organisational strategic plan IDP
- Designing the divisional vision with inputs from direct reports in order to ensure the implementation of the organisational strategy
- Developing action plans and operational plans with inputs from direct reports
- Communicating vision and strategy and progress on action plans to sub-ordinates and customers by drafting articles for internal newsletter addressing people in person, sending e-mails etc.
- Ensuring that communication channels exist for the total division to communicate new and revised priorities
- Ensuring that monitoring systems exist to track progress on implementation of action plans in order to identify deviations
- Determining resources (people, plant, equipment, money) necessary to perform scope of

work by considering current utilization level reports

- Allocating resources to different teams as per needs identified in order to meet priorities
- Developing divisional capital and operations budget with inputs from direct reports and including resources needs identified in budget or manpower plan for division
- Monitoring and reporting on expenditure (capital & operational) by analysing reports provided by Finance Directorate
- Recommending adjustment in terms of budget allocations by discussing issues with Director and Finance Directorate
- Communicating with the immediate superior on specific Key Performance Areas (Road Safety, Public Safety) with a view to aligning functions and service delivery objectives against the capacity and capability of the Section/ division.
- Analysing service delivery trends and capacity against requirements and submits reports supporting specific provisions for consideration during the preparation of capital and operational expenditure estimates to support plans and objectives.
- Reporting internally/ externally on implementation outcomes with regards to Law Enforcement interventions and work in progress and, providing reasons and recommendations to improve and/ or sustain the quality and performance levels of the Section/ Division.
- Preparing plans to address specific interventions (traffic control, road blocks, traffic speed timing, major events) with due consideration given to resources.
- Monitoring the execution of traffic speed timing operations and road blocks, visiting specific sites/ locations and checking on applications associated with identifying and communicating offences to motorists.
- Addressing traffic control requirements due to road works and road closure, major events, peak hour traffic congestion, allocating personnel and/ or prioritizing specific locations identified as 'high accident zones' for attention.
- Monitoring maintenance requirements with respect to safety signage and/ or applications in the Municipal area and attending to the repair/ replacement of missing/ faulty items and/ or referring specific requirements/ hazards for further attention and decision-making.

Candidates must be willing to be subjected to an interview and evaluation process and be aware that previous employers and references may be contacted and their qualifications, credit record may be verified and they will be subjected to a police security clearance.

Interested persons are requested to forward a letter of application together with a comprehensive CV and certified copies of qualifications to the Municipal Manager, Adv LMR Ngoqo

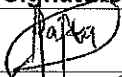
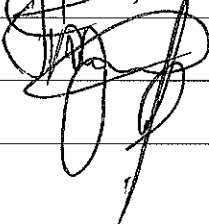
Enquiries can be directed to the Human Resource Department: Mr Pier Jafta at 053 2030 005/8.

Closing date: 19 August 2022 at 12h00

**Adv Lonwabo MR Ngoqo
Municipal Manager
Thembelihle Municipality
Church Street
PO Box X3
HOPETOWN
8750
Tel: 053 2030 005/8**

- Canvassing for selection will automatically disqualify an applicant.
- If no reply to your application has been received within sixty (60) days of the closing date, you should consider your application as being unsuccessful.
- No late or facsimile applications will be accepted.
- No applications will be considered without certified copies of the original documents of qualifications.
- The Council reserves the right not to appoint.
- Correspondence will be limited to short-listed candidates.

Notice No: 5/2022

	Names & Surname	Dates	Signature
PREPARED BY:	Pier JAFta	11/08/2022	
RECOMMENDED:	M. Dymku	15/08/2022	
APPROVED BY:	Adv. L. M. Ngqo	15/08/2022	

MUNICIPAL MANAGER: Adv LMR Ngoqo
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