

# VACANCY VAKATURE



## EXTERNAL CIRCULATION

**DIRECTORATE: ELECTRO TECHNICAL SERVICES**  
**POST DESIGNATION: MECHANICAL ASSISTANT X2**

**WC0443930 & WC0443931**

**REF: 2528175**

**Salary** : R164 628 – R213 696 T6 per annum (subject to taks evaluation)  
**Additional Service Benefits** : Medical Aid, Pension, Housing Allowance (subject to prescribed Requirements), 13th Cheque and Group Life Insurance

### MINIMUM REQUIREMENTS:

- Grade 10
- Code B Driver's license
- 1 Years' experience in a similar environment/ studying towards a trade test

### COMPETENCIES:

- Planning and organising
- Quality orientation
- Workplace safety
- Discipline specific skills
- Service delivery orientation
- Interpersonal relationships
- Communication
- Action orientation
- Resilience
- Accountability and ethical conduct
- Learning orientation
- Impact and influence
- Team orientation

### KEY PERFORMANCE AREAS:

- Provide assistance to the Artisan Mechanic with the servicing of municipal fleet and equipment,
- Provide assistance to the Artisan Mechanic by disassembling/assembling fleet vehicle/equipment engines
- Provide assistance to the Artisan Mechanic in overhauling starters, brakes, clutches, gearboxes, exhaust systems and differentials
- Cleaning of the work area and equipment with whatever is required
- Adhering to all safety and health practices and promote good housekeeping on an ongoing basis

### SPECIAL CONDITION:

- Must be able to communicate in at least 2 of the official languages of the Western Cape
- Must be willing to work in adverse weather conditions
- Must be willing to work outside of normal office hours
- Must have good inter personal and communication skills

**ENQUIRIES: MR J LAWRENCE (044 – 801 9222)**

**INSTRUCTIONS TO APPLICANTS**

Applicants must submit a formal application form with all fields completed and a comprehensive CV, certified copies (not older than 6 months) of relevant qualifications, identity document and driver's license, if applicable. Applications must be submitted **electronically** preferably as one PDF document to [ElectrotechPosts@george.gov.za](mailto:ElectrotechPosts@george.gov.za). Application forms can be obtained from the Municipal website, [www.george.gov.za](http://www.george.gov.za) and must reach the Human Resource Department on or before **[30 August 2023]** at 12:00pm. **Applicants must clearly state the reference number and position title in the subject line of the email.**

**Only electronic applications will be accepted.**

**Disqualification:**

**Please note that the following will lead to disqualification:**

Non-submission of required documents or submission of fraudulent documents.

Canvassing of Councillors and/or officials.

Non-adherence to the instructions on the advertisement.

**NB:** Please note, where necessary, shortlisted candidates will be subjected to a screening and vetting process. By applying for this position, candidates agree to background checks being performed which will include reference and other relevant checks.

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

Should you not hear from us within 3 months of the closing date, kindly regard your application as being unsuccessful.

George Municipality is an equal opportunity employer which subscribes to the principle of affirmative action and Employment Equity. Preference will be given to applicants from the designated/under-represented groups.

The appointment will be subject to the need for signing of an employment contract and, where applicable, a performance agreement and disclosure of benefits and interest.

**CLOSING DATE: [30 August 2023]**

## SIJIKELIZISWA NGAPHANDLE

**ICANDELO LOLAWULO: IINKONZO ZOBUGCISA BOMBANE**

**IGAMA LESIKHUNDLA: UMNCEDISI WOKUKHANDA X2**

**WC0443930 & WC0443931**

**REF: 2528175**

**Umvuzo** : R156 192 - R202 752 T6 ngonyaka (ngokuxhomekeke kuvavanyo lukatask)  
**Ezongezelelweyo linzuzo zeNkonzo** : Uncedo lonyango, Umhlala phantsi, Isibonelelo seZindlu (ngokuxhomekeke kwiimfuneko ezimiselweyo), Itshekhi ye-13 kunye ne-Inshurensi yoBomi beQela.

### IIMFUNENKO EZINCINANE:

- Ibanga le- 10
- Ikhawuli B yePhepha- mvume lokuqhuba
- Amava onyaka om-1 kwindawo efanayo/ Ukufundela isiqinisekiso sorhwebo

### UBUCHULE:

- uCwangciso noLungiselelo
- Ukuqhelaniswa noMgangatho
- Ukhuseleko kwindawo yokusebenza
- IZakhono zeNkalo ethile
- Ukuqhelaniswa nokunikezelwa kweNkonzo
- Ubudlelwane phakathi kwabantu
- Unxibelelwano
- Ukuqhelaniswa neNyathelo
- Ukomelela
- Uxanduva nemigaqo yokuziphatha ngokusesikweni
- Ukuqhelaniswa nokufunda
- Impembelelo kunye nefuthe
- Ukuqhelaniswa neQela

### IINDAWO EZINGUNDOQO ZOKUSEBENZA:

- Ukubonelela ngoncedo kwiGcisa elinguMkhandi ngokunika inkonzo yokulungisa iqela leenqwelo nezixhobo zikamasipala;
- Ukubonelela ngoncedo kwiGcisa elinguMkhandi ngokukhulula/ukudibanisa iqela lezithuthi/iinjini zezixhobo
- Ukubonelela ngoncedo kwiGcisa elinguMkhandi ekulungiseni ngokutsha isihambisi-njini, iziqhoboshi, iiklatshi, iityeya zentsimbi ezibamba iigiyeri, inkqubo yombhobho wokukhupha umoya zokukhupha nezahlanisi.
- Ukucoca indawo yokusebenza kunye nezixhobo ngayo nantoni na efunekayo
- Ukubambelela kuyo yonke imisebenzi yokhuseleko kunye nezenzo zempilo kunye nokukhuthaza ukugcinwa kakuhle kwezinto zendawo rhoqo

### IMIQATHANGO EYODWA:

- Ukukwazi ukunxibelelana ubuncinane ngeelwimi ezimbini ezisemthethweni zaseNtshona-Koloni
- Kufuneka azimisele ukusebenza phantsi kweemeko zemozulu ezimbi
- Kufuneka uzimisele ukusebenza ngaphandle kweeyure zesiqhelo zomsebenzi
- Kufuneka ube nesakhono sokusebenzisana kunye nokunxibelelana kunye nabantu

**IMIBUZO: MNU J LAWRENCE (044 – 801 9222)**

**IMIYALELO KUBAFKI- SICELO**

Abafaki -zicelo kufuneka bangenise ifomu yesicelo esemthethweni egcwaliswe onke amacandelo kunye neCV ebanzi, iikopi eziqinisekisiweyo (ezingekho ngaphezu kweenyanga ezi-6 ubudala) zeziqinisekiso zemfundo, isazisi, kunye nephepha- mvume lokuqhuba, ukuba kufanelekile. Izicelo kufuneka zingeniswe **ngokufakwa kwikhompyutha** kusetyenziswa i-intanethi ngokukhethekileyo njengoxwebhu olunye lwePDF kwa- [ElectrotechPosts@george.gov.za](mailto:ElectrotechPosts@george.gov.za). Iifomu zezicelo zingafunyanwa kwiwebhusayithi kaMasipala, [www.george.gov.za](http://www.george.gov.za) kwaye kumele zifikelele kwiSebe lezaBasebenzi ngomhla okanye phambi komhla wesi **30 eyeThupha 2023** ngeye-12:00 emini. **Abafaki-zicelo kumele bachaze ngokucacileyo inombolo yereferensi kunye negama lesikhundla kumgca wesihloko se-imeyili.**

**Zizicelo ezifakwe ngekhompyutha kusetyenziswa i-intanethi kuphela eziya kwamkelwa.**

**Ukuthintelwa**

**Nceda uqaphele ukuba oku kulandelayo kuya kukhokelela ekuthintelweni:**

Ukungangeniswa kwamaxwebhu afunekayo okanye ukungeniswa kwamaxwebhu obuqhophololo. Ukurhwetyeshwa kooCeba kunye /okanye amagosa. Ukungathotyelwa kwemiyalelo ekwisibhengezo sentengiso

**QAPHELA:** Nceda uqaphele apho kuyimfuneko, abagqatswa abafakwe kuluhlu olufutshane baya kufakwa kwinkqubo yohlolo nophononongo lwemvelaphi. Ngokungenisa isicelo sesi sikhundla, abagqatswa bayavuma ukuba kwenziwe uphononongo lwemvelaphi.

**UMasipala ugcine ilungelo lokungaqeshi.**

Ukuba awukhange uve kuthi phakathi kweenyanga ezi-3 zomhla wokuvala, nceda uthathe ngokuba isicelo sakho asiphumelelanga.

UMasipala waseGeorge ngumqeshi onamathuba alinganayo ohambelananomthetho-siseko wenkqubo yokukhawulelana nabo babengenamalungelo ngaphambili kunye noLungelelwaniso kwiNgqesho. Ukhetho luya kunikezelwa kubafaki-zicelo abasuka kumaqela anyuliweyo/angamelwanga ngokwaneleyo

Ukuqeshwa kuya kuxhomekeka kwimfuneko yokusayinwa kwemvumelwano yengqesho kwaye, apho kufanelekileyo, isivumelwano sentsebenzo kunye nokubhengezwa kweenzuzo kunye nenzala.

**UMHLA WOKUVALWA: 30 eyeThupha 2023**