

VACANCY VAKATURE



EXTERNAL CIRCULATION

DIRECTORATE: COMMUNITY SAFETY AND MOBILITY

POST DESIGNATION: SENIOR MANAGER: PUBLIC SAFETY - GEORGE

PERMANENT APPOINTMENT

WC0442228

REFERENCE: 4009627

CLOSING DATE: 2026-02-27 AT 16:30 PM

Salary : R1 011 336 - R1 312 788 per annum (T18)

Additional Service Benefits : Medical Aid, Pension, Housing Allowance (subject to prescribed requirements), 13th Cheque and Group Life Insurance

Perks : Vehicle and Cellphone allowance (subject to prescribed requirements)

MINIMUM REQUIREMENTS:

- A relevant tertiary qualification preferably a B-degree in Public Administration or equivalent
- Valid Driver's license
- Computer Literacy: Ms Office
- 8 years experience or more including 2 years managerial experience

COMPETENCIES:

- Core Professional Competencies: Written and Oral Communication, Influencing, People Management, Problem Solving, Planning and Organising.
- Functional Competencies: Illegal Land Invasion, Legal Process Administration, Relocation Processes, Surveying Data Management, Disaster Operations.
- Public Service Orientation Competencies: Interpersonal Relationships, Communication, Service Delivery Orientation.
- Personal Competencies: Change Readiness, Cognitive Ability, Learning Orientation, Action and Outcome Orientation, Resilience.
- Management / Leadership Competencies: Team Orientation, Direction Setting, Coaching and Mentoring.

KEY PERFORMANCE AREAS:

- Identification of and research the needs for Community Development Programs.
- Strategically manage the long medium - and short-term planning of the Community Safety Sub Directorate.
- Oversee the functional management of the Community Safety Sub Directorate including Traffic, Fire, Law Enforcement, Disaster Management, Anti Land Invasion and Customer Care section.
- Oversee the implementation of special projects for the Community Safety Sub Directorate.
- Manage the co-ordination of emergency management functions for the Community Safety Sub Directorate.
- Oversee research for the Community Safety Sub Directorate.
- Ensure and oversee the building and maintaining of sound relationships with a network of various stakeholders for the Community Safety Sub Directorate.
- Oversee and ensure the enhancement and implementation of performance management.
- Oversee the financial planning and reporting function of the Community Safety Sub Directorate.
- Ensure information, advice or opinions on relevant matters is made available and/or communicated through the various mediums and accurately interpreted through the provision of adequate and clear explanation.
- Effective knowledge management and dissemination.

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SPECIAL CONDITIONS ATTACHED TO THE POST

- The duties listed in this job description are not exhaustive, and the employer is entitled to instruct the employee at any time to carry out additional duties or responsibilities which fall reasonably within the ambit of the job description, or in accordance with operational requirements.
- Must be willing to work outside normal working hours when required and meet deadlines.
- Must be able to work in highly stressful situations.
- Ability to interact at both strategic and operational level.
- Must have good understanding of the criminal law and other relevant legislation.

ENQUIRIES: MS LEE-ANNE MEIRING (0448016367)

PROBATION PERIOD: 6 months

INSTRUCTIONS TO APPLICANTS

Applications must be submitted **electronically** on the E-recruitment site, which can be found on the George Municipality website, www.george.gov.za, under **Job Portal**. Applicants must register and apply online before **2026-02-27** at **16:30pm**.

Please Note the following when applying on the Portal:

- Applicants must please ensure to follow the Assisting Guidelines that can be accessed on the website under Job Portal, before completing their online application.
- Applicants should check and verify their current status or the progression of their application, by referring to their "Inbox" tab on the Portal.
- Please ensure that all the information on your profile is correct and all the necessary documents are attached, prior to submitting your job application.

Applicants must complete all the mandatory profile fields honestly and thoroughly. Please ensure the following documents are submitted under the correct field titles:

- A comprehensive CV (Stipulating full employment history-title of position held, time periods and duties).
- All applications must be accompanied by certified copies (not older than 6 months), by a Commissioner of Oath.
- All relevant Qualifications and Identity document must accompany your application. Driver's license and registration with a professional body must accompany your application only if applicable.

Only online applications will be accepted.

The turnaround time for assistance with any portal related challenges is two (2) working days. Applicants are urged to register and apply well in advance.

Disqualification:

Please note that the following may lead to disqualification:

- Applicants who attempt to gain favour with any members of the selection panel or any other employee or councillor for that matter, will be disqualified.
- Applicants who intentionally misrepresent information in pursuit of their own benefit will also be disqualified.
- According to the Local Government Municipal Staff Regulations (Gazette no. 45181), a person who was dismissed from a Municipality for any reason stated in Annexure E of the said Regulations, may not be employed in any Municipality before the period set out in the Annexure, has expired (refer to Local Government Municipal Staff Regulations: Annexure E).
- Late applications will not be accepted.

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- Candidates who do not adhere to the instructions for pre-liminary evaluations, practical assessment and interviews will be disqualified.

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.

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