

# VACANCY VAKATURE



## EXTERNAL CIRCULATION

**DIRECTORATE: CIVIL ENGINEERING SERVICES**

**POST DESIGNATION: CHIEF PROCESS CONTROLLER CLASS IV - GEORGE**

**PERMANENT APPOINTMENT**

**WC 441292**

**REFERENCE: 4029068**

**CLOSING DATE: 2026-05-14 AT 16:30 PM**

**Salary** : R 316 392 – R 410 676 per annum (T10)  
**Additional Service Benefits** : Medical Aid, Pension, Housing Allowance (subject to prescribed requirements), 13th Cheque and Group Life Insurance

### MINIMUM 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)
- Minimum classification of Class V Process Controller or eligible for registration with the Department of Water Affairs
- 5 years or more relevant experience
- Code EB Drivers License
- Computer literacy

### COMPETENCIES:

- Communication - The capacity to listen attentively, grasp issues, present information in a clear and respond appropriately to verbal and written communication of others.
- Managing work - Effectively manages tasks assigned within set timeframes.
- Problem Solving - The ability to identify potential problems, to break the problems into component parts, to generate potential solutions, to select an option and implement it.
- Workplace Safety - Ability to manage the environmental and workplace hazards and promotes the principles of Occupational Health and Safety.
- Team Orientation - The capacity to promote a co-operative climate, understand group dynamics and apply appropriate facilitation techniques in working with others to achieve a shared goal.

### KEY PERFORMANCE AREAS:

- Monitor & enforce compliance with the implementation of all risk based technical reports – **WSP, W2RAP, IDP, Stormwater Management Plan & By-Laws.**
- Complete and submits; timesheets, leave application forms, production sheets and other related administrative tasks timeously.
- Monitor, record and control optimum usage of plant machinery.
- Recording and analysing all captured statistical data e.g. input – and output flows, hourly-running hours, pressure gauges, etc.
- Analyse, interpretate technical data from SCADA, TELEMETRY, HMi etc. to resolve process related challenges across the Wastewater Treatment section.
- Collect and analyse wastewater samples as per prescribed monitoring program and make appropriate process adjustment based on the outcome of the results.
- Conduct plant visits with students, relevant government departments and general public with regards to Wastewater Treatment Plant processes.
- Check plant integrator readings on the equipment of the Wastewater Treatment Plant for any fluctuation against normal tendencies.

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- Ensure that the Telemetry System is monitored as prescribed and that anomalies are reported as instructed.
- Ensure that the CCTV-System is monitored as prescribed and that anomalies are reported and action taken as instructed.
- Undertake basic preventative maintenance on plant equipment e.g. pumps, valves, water glands, sand filters etc.
- Ensure that proper maintenance is carried out.
- Carry out inspections on site to ensure requirements comply with required safety standard.

## **SPECIAL CONDITIONS ATTACHED TO THE POST**

- Required to work in all weather conditions
- Ability to communicate in at least two of the official languages of the Western Cape
- Required to work outside normal working hours during emergencies and unplanned overtime and shift duties as and when required.
- Willing to work overtime and standby duties
- Demonstrate an in-depth working knowledge of process water analysis and the interpretation of process water results
- Demonstrate a working knowledge of Occupational Health and Safety Act and relevant regulations
- Demonstrate good interpersonal and communication skills especially with respect to the local dialects
- Demonstrate a working knowledge of risk-based management, operation, control and monitoring
- Required to work on a Class A or Class B Wastewater Treatment plant when necessary

**ENQUIRIES: JOHAN SCHEEPERS (044-8019324)**

**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](http://www.george.gov.za), under **Job Portal**. Applicants must register and apply online before **2026-05-14** 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.**

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## **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.
- 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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