

VACANCY VAKATURE



EXTERNAL CIRCULATION

DIRECTORATE: CIVIL ENGINEERING SERVICES

POST DESIGNATION: SENIOR SUPERVISOR DRIVER - GEORGE

PERMANENT APPOINTMENT

WC0441462 & WC0441906

REFERENCE: 4145314

CLOSING DATE: 2026-05-08 AT 16:30 PM

Salary : R249 576 - R323 964 per annum (T8)
Additional Service Benefits : Medical Aid, Pension, Housing Allowance (subject to prescribed requirements),
13th Cheque and Group Life Insurance

MINIMUM REQUIREMENTS:

- Grade 10 or equivalent technical qualification
- Basic Computer Literacy: MS Word / Excel
- Code EB Driving License with PrDP
- 3 - 5 years' relevant experience required with supervisory experience

COMPETENCIES:

- Core Professional Competencies: Problem Solving, Planning and Organising, Organisational Awareness
- Functional Competencies: Discipline Specific Skills, People Management, Task Management Workplace Safety, Budgeting
- Public Service Orientation Competencies: Interpersonal Relationships, Communication Service Delivery Orientation
- Personal Competencies: Action and outcome orientation, Resilience, Ethics and Accountability
- Management / Leadership Competencies: Direction Setting, Impact and Influence, Coaching and Mentoring, Team Orientation

KEY PERFORMANCE AREAS:

- Ensure instructions are clear and tasks completed within specific deadlines
- Ensure activities are executed in accordance with laid down instructions and guidelines
- Ensure that instructions are carried out and that departmental procedures are complied with
- Ensure a safe working environment during road and storm water activities, and that safety measures are applied during construction/ maintenance processes
- Ensure that proper supervision is exercised over subordinate staff and that personnel related issues are addressed
- Ensure that proper communication channels are followed to prevent costly delays
- Ensure that tools and machinery are loaded and transported safely, properly locked away to prevent any losses and accidents due to negligence
- Ensure that details of activities are accurately recorded to enable processing of personnel, time and material allocation

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SPECIAL CONDITIONS ATTACHED TO THE POST

- Ability to communicate in at least two of the three official languages of the Western Cape
- Good interpersonal and communication skills
- Good leadership and people's skills
- Project a neat and professional image
- Ability to work under pressure
- Must be willing to do standby duties
- Must work in adverse weather conditions

ENQUIRIES: G STOKER (044 801 9184)

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 **[2026-05-08]** 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.
- Candidates who do not adhere to the instructions for pre-liminary evaluations, practical assessment and interviews will be disqualified.

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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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