



# **BITOU LOCAL MUNICIPALITY**

*Bitou Municipality is inviting applications for the following vacancy from suitably qualified candidates. Preference will be given to local residents before considering candidates outside the Bitou Municipal Area*

**POSITION:** ARTISAN / FITTER  
**DIRECTORATE:** ENGINEERING SERVICES  
**DIVISION:** WATER & WASTE WATER SERVICES  
**SECTION:** PUMPSTATION OPERATORS  
**BASIC SALARY:** R 283 087,30 – R 367 446,16 (T10) + MUNICIPAL BENEFITS  
**REF NO:** NOTICE: 317 of 2024

**QUALIFICATIONS AND EXPERIENCE:** • Grade 11 or equivalent N2 Certificate • Trade Tested Artisan (Mechanical: Fitting) • Must have at least 2-3 years' experience as a qualified Fitter.

**REQUIREMENTS AND SKILL:** • Valid Code C1 driving license with PrDP • Communication in at least two of the three Official Languages of the Western Cape • Project management and supervision skills • Interpersonal skills • Conflict resolution skills • Attention to detail • Ability to function effectively under pressure • Work independently and willingness and availability to work after hours.

**FUNCTIONS & RESPONSIBILITIES:** • Interpret and coordinate specific pre-work/site requirements with regards to repairs and planned and predictive maintenance sequences in relation to pump station repairs and maintenance and guides the activities of personnel • Complete internal transactional documentation (time sheets, log sheet, progress and productivity field report, etc.) and related forms (vehicle checklist) • Perform specific tasks associated with the operation of heavy and/or specialized vehicles and equipment (Crane Trucks; etc.) during plumbing installation, repair and maintenance activities • Coordinate activities and sequences associated with maintaining the functionality of mechanical parts and equipment/machinery at pump stations • Perform any other related duties as instructed by supervisor

## **COMPETENCIES REQUIRED**

### **CORE PROFESSIONAL COMPETENCIES**

- **Managing Work:** Makes contingency plans; Effectively manages own time and available resources and tools to ensure that work is completed efficiently and on time. various solutions and contingency plans for localized problems;
- **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.
- **Planning & Organising:** The ability to plan activities within specific timeframes and to execute these activities according to plan.
- **Quality Orientation:** Ensure high quality output, accurately checks processes and tasks and shows attention to detail.

### **FUNCTIONAL COMPETENCIES**

- **Work Place Safety:** The ability to identify and correct conditions that affect employee safety.
- **Discipline Specific Skills:** Shows a satisfactory level of technical skill, knowledge, experience and qualifications relevant to the role.

### **PUBLIC SERVICE ORIENTATION COMPETENCIES**

- **Service Delivery Orientation:** The ability to explore and implement new ways of delivering services that contribute to the improvement of municipal processes in order to achieve municipal goals.
- **Interpersonal relationships:** The ability to establish and maintain productive relationships with people within and outside of the City.
- **Communication:** The capacity to listen attentively, grab issues, present information in a clear manner and respond appropriately to verbal and written communication of others.
- **Customer orientation and customer focus:** Understands the service needs of a client / customer (internal or external) and actively focuses on anticipating, meeting and exceeding the needs in a timely and appropriate manner.

## **PERSONAL COMPETENCIES**

- **Action Orientation:** The display of high work ethic in setting and achieving challenging goals, meeting deadlines and keeping promises. It manifests itself in one's ability to stay focused on task, to be energetic, persistent and reliable.
- **Resilience:** The ability to respond constructively to pressure / stress situation and the ability to persist with goals despite obstacles.
- **Accountability and Ethical Conduct:** Ability to display and build the highest standards of ethical and moral conduct in order to promote confidence and trust in the public service and to adhere to codes of good corporate governance.
- **Learning Orientation:** The willingness and motivation to learn, acquire knowledge, development insight and focuses on continuous self-improvement.

## **MANAGEMENT / LEADERSHIP COMPETENCIES**

- **Direction Setting:** The ability to create a clear sense of common purpose and vision for others with a view to obtaining buy-in and commitment to the goals of the unit.
- **Impact and influence:** The ability to inspire a positive attitude in others and be able to influence others effectively.
- **Team Orientation:** The ability to inspire a positive attitude in others and be able to influence others effectively.
- **Coaching and mentoring:** The ability to assess skills, performance, and potential of subordinates and to encourage their development with the view of optimizing their talent and potential.

*Work related enquiries can be directed in writing to the Senior Manager: Water & Waste Water Services, Mr EC Oosthuizen, at e-mail: [ooosthuizen@plett.gov.za](mailto:ooosthuizen@plett.gov.za) or 044 501 3382.*

*For general enquiries contact Ms. L Clark or J Abroue on telephone no: 044 501 3418.*

Candidates must be willing to be subjected to an interview and competency assessment and must be aware that previous employers and references will be contacted and their qualifications, credit and criminal record will be verified. The candidates will be required to disclose all Financial Interests.

Application forms are available on the Bitou website ([www.bitou.gov.za](http://www.bitou.gov.za)). A comprehensive CV, original certified copies of Identification documents, qualifications, and driver's license must accompany the application form and must be hand delivered/couriered to the Human Resources Section, Bitou Municipality, 1 Sewell Street, Plettenberg Bay or posted to Private Bag X1002; Plettenberg Bay; 6600.

Bitou Municipality is an equal opportunity employer. Candidates from the designated groups, including those with disabilities, are encouraged to apply.

### **Please take note:**

1. **ONLY** hard-copy applications will be considered. **No** electronic or faxed applications will be accepted.
2. Please complete the Reference Checking Consent & Authorization Form which is available on the Municipality's Website. **(Compulsory)**
3. **LATE APPLICATIONS** will not be considered. Canvassing of Councillors with the purpose of being appointed is not permitted and proof of such canvassing shall lead to disqualification.

## **M MEMANI**

**ACTING MUNICIPAL MANAGER**

**CLOSING DATE: 03 October 2024 @14H00**

If you receive no feedback from us within 12 weeks after the closing date, please accept that your application was unsuccessful.  
**Bitou Municipality reserves the right not to make any appointment and to re-advertise before a short list is compiled.**