

WEEKLY ADVERTISEMENT

The KwaDukuza Municipality seeks to fill the following positions and accordingly invites applications from persons who meet the requirements as indicated. **Please note that the post title and post identification number (KZ292.) MUST be indicated on your application which MUST be accompanied by certified copies of your qualifications, identity document and driver's license where applicable.** Applicants are also advised to ensure that their applications address the selection criteria in terms of qualifications, experience and any other requirements as set out in the relevant advertisement as shortlisting will be based on these selection criteria.

PLEASE NOTE THAT APPLICANTS FOR POSTS BELOW TASK GRADE 13 ARE REQUIRED TO ATTACH THE PREFERRED EMPLOYMENT OPPORTUNITY FORM OBTAINABLE FROM KDM HUMAN RESOURCES WHICH MUST BE SIGNED BY A WARD COUNCILLOR, AS PREFERENCE WILL BE GIVEN TO LOCAL RESIDENTS.

Post Title	X2 ASSISTANT SUPERINTENDENT (TRAFFIC & TECHNICAL SERVICES)
Business Unit	COMMUNITY SAFETY
Notice No.	MN 62/2025
Reference No.	KZ292CSSCPV 003
Task Grade	T11
Remuneration	R334 201,44 - R433 826,04 per annum + Cell-phone and Locomotion allowances in terms of Council's policy
Requirements	Grade 12 at an NQF level 4, Traffic Officer's Diploma, Registered as such, No criminal record, Valid Code B driver's license, Computer literate (MS Word & Excel), 2 -3 years of experience as a Traffic Officer Successful candidate must be able to work night shifts
Duties	Co-ordinates and controls key deliverables and outcomes associated with Traffic Services functionality by: Communicating with the Superintendent on specific Key Performance Areas with a view to aligning functions and service delivery objectives against the capacity and capability of the Section. Adjusting the role boundaries, workflow processes and job design against laid down services delivery requirement. Participating and directing investigation/ inspection sequences encompassing visiting locations and communicating with offenders, executing arrests and/or removing evidence to support prosecution. Preparing investigational and productivity reports referring to statistical data and qualitative information related to the activities and operations of the specific units.
Knowledge & skills	Municipal By-laws, Road Traffic Act, Criminal Procedure Act & Administration

PLEASE NOTE:

- Applications are to be addressed to the **Municipal Manager, KwaDukuza Municipality, P.O. Box 72, KwaDukuza, 4450 for attention the Human Resources Department**, and may be posted or hand delivered. (Note that hand delivered applications must be handed to the HR Officer, 34 Chief Albert Luthuli Street **OK MALL BUILDING KwaDukuza**) For enquiries Please call **032 437 5142/ 5150**.
- The Closing date and time is , **TUESDAY, 15 APRIL 2025 at 12H00**. No applications will be accepted after the closing date and time.
- Please **DO NOT** fax or e-mail applications. Please also **DO NOT** submit applications on Z 83 forms. **Please NOTE THAT APPLICATIONS MUST BE SUBMITTED ON KWADUKUZA MUNICIPALITY'S APPLICATION FOR EMPLOYMENT FORM (KDM 01) WHICH IS OBTAINABLE ON THE MUNICIPALITY'S WEBSITE (www.kwadukuza.gov.za).**
- KwaDukuza Municipality adheres to the National Employment Equity Act and preference will be given to appointments that assist in achieving current targets of the municipality.
- Further communication will only be with shortlisted candidates; such shortlist being confined to the candidates that best meet the requirements according to the information supplied in their CV's. Candidates not contacted within 3 months of the closing date may consider their applications unsuccessful.
- Council reserves the right not to appoint any candidate to this post or to make required adjustments.
- Canvassing to Councilors/ Managers for preference on appointment is prohibited and may lead to disqualification of applicants.