



VACANCY 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.

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| Post Title                                                                                                                                    | SUPERINTENDENT: CRIME PREVENTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Business Unit                                                                                                                                 | COMMUNITY SAFETY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Reference Number                                                                                                                              | KZ292CSSCPVP 002                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Task Grade                                                                                                                                    | T12                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| MN Number                                                                                                                                     | MN 160/2025                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Remuneration                                                                                                                                  | R420 533,52 - R545 881,56 per annum + Cell phone and Locomotion allowances in terms of Council’s policy                                                                                                                                                                                                                                                                                                                                                                                             |
| Requirements                                                                                                                                  | Gr. 12 at an NQF level 4, Traffic Office’s Diploma accredited by institute of Traffic & Municipal officers of Southern Africa, Registered as such, Proof of Clearance for Peace Officer’s Status (No criminal record), Valid Code B Driver’s License, Computer Literate MS Word & Excel, 4-5 years relevant experience                                                                                                                                                                              |
| Duties                                                                                                                                        | Manages and directs implementation, monitoring, evaluation and reporting sequences outcome associated with plans and programmes designed to accomplish key services delivery objectives with respect to traffic management and crime prevention through the co-ordination of operations associated with the enforcement of laws and By- laws in order to ensure the risk of damage to property and/or loss of lives is limited through prompt and efficient execution of sequences and application. |
| Knowledge & Skills                                                                                                                            | Municipal By-laws, Road Traffic Act, Criminal Procedure Act & Administration                                                                                                                                                                                                                                                                                                                                                                                                                        |
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| Post Tittle                                                                                                                                   | 2X ASSISTANT SUPERINTENDENT: TRAFFIC & TECHNICAL SERVICES                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Reference No.                                                                                                                                 | KZ292CSSCPV 003                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Task Grade                                                                                                                                    | T11                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Remuneration                                                                                                                                  | R356 209,08 - R462 394,08 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 accredited by institute of Traffic & Municipal officers of Southern Africa, Registered as such, Proof of Clearance for Peace Officer’s status (No criminal record), Valid Code B driver’s license, Computer literate (MS Word & Excel), 2 -3 years of experience as a Traffic Officer<br><br>Successful candidates must be able to work night shifts                                                                                          |
| Duties                                                                                                                                        | Co-ordinates tasks associated with maintaining law, order, safety and security through the application of laid down policing, protection and rescue procedures, executing operational plans and monitoring outcomes and attending to processes aimed at ensuring compliance with law, by-law and regulations in order to ensure any actions or situation threatening safety is identified and promptly attended to.                                                                                 |
| Knowledge & skills                                                                                                                            | Municipal By-laws, Road Traffic Act, Criminal Procedure Act & Administration                                                                                                                                                                                                                                                                                                                                                                                                                        |
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| Post Title                                                                                                                                    | 1X INTERN: GIS INTERN                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Business Unit                                                                                                                                 | ECONOMIC DEVELOPMENT & PLANNING                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Duration                                                                                                                                      | TWO YEAR CONTRACT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Remuneration                                                                                                                                  | R60 000 per annum                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Requirements                                                                                                                                  | An appropriate Degree or National Diploma at NQF 6 with GIS as one of the majors. ArcView and/or Advanced ArcView GIS Certification, Driver’s License Code: EB/08 will be Advantageous.                                                                                                                                                                                                                                                                                                             |
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| NB: Applicants must not be over 35 years of age and those who have previously participated in an internship programme will not be considered. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

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 box in HR at 34 Chief Albert Luthuli Street OK MALL BUILDING KwaDukuza) For enquiries Please call 032 437 5142/ 5153.
- The Closing date and time is WEDNESDAY, 03 SEPTEMBER 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 FORM (KDM01) WHICH IS OBTAINABLE ON THE MUNICIPALITY’S WEBSITE ([www.kwadukuza.gov.za](http://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.
- Canvasing to Councilors/ Managers for preference on appointment is prohibited and may lead to disqualification Canvasing to Councillors/ Managers of applicants.