

# MATJHABENG MUNICIPALITY



## INTERNAL/EXTERNAL ADVERTISEMENT

### COMMUNITY SERVICES

### PUBLIC SAFETY AND TRANSPORT

#### TRAFFIC OFFICERS (12 POSITIONS)

**SALARY: R210 060 – R346 896 p.a** (*Excluding Benefits i.e bonus, housing subsidy, pension fund and medical aid*)

**POST LEVEL: 12/9**

#### MINIMUM REQUIREMENTS

Grade 12 plus Traffic Diploma. Two (2) years relevant experience. Valid driver's license. Be medically and physically fit to perform all Traffic Officer functions. Ability to work abnormal office hours and during emergencies. No previous convictions.

#### KEY PERFORMANCE AREAS

- Enforce road safety and traffic regulations including by-laws.
- Control and direct traffic on roadways, at intersections, accidents, school points, funeral escorts and other purposes;
- Serve summonses on offenders or execute the warrants of arrest;
- Coordinate specific functions associated with public safety, traffic control, law enforcement, and free flow of traffic.
- Monitor local area and act on situations deemed inappropriate
- Testify in court with regard to Road Traffic Offences

## **TRAFFIC: WARDENS (13 POSITIONS)**

**SALARY: R210 060 – R255 360 p.a** *(Excluding Benefits i.e bonus, housing subsidy, pension fund and medical aid)*

**POST LEVEL: 12/11**

### **MINIMUM REQUIREMENTS**

Grade 12. Valid driver's license. No previous convictions.

### **KEY PERFORMANCE AREAS**

- Responsible for Law Enforcement in accordance with Section 341 of Road Traffic Act.
- Testify in court with regard to Road Traffic Offences.
- Reply representations with regard to Road Traffic Offences.
- Regulate pedestrian volumes and offer training to pedestrians in crossing the streets and scholar patrols.
- Do point duties during escorting, congestion and public gatherings.
- Assist with screening and recording of statistics at the roadblocks.
- Report damaged areas on the roads, potholes, obstructions, damaged road signs and markings
- Attend court procedures
- Carry out administrative duties (Occurrence book, Reports)
- Assist in execution of arrest/Warrants of Arrest.
- Remain abreast with the procedures and processes the application within the office.

### ***Enquiries regarding the above positions: Recruitment @ 057 391 3181***

- Candidates are requested to forward a completed application form, comprehensive Curriculum Vitae or a resume, including the necessary documentation (i.e. original certified copies of qualifications) to The Senior Manager Human Resources, P.O Box 708 Welkom 9460 or may hand deliver it to the Municipal Main Building, Room 5, 3<sup>rd</sup> Floor, Welkom.
- Applicants are encouraged to submit their applications online via the municipality's official website: <https://mlmjp.matjhabeng.co.za>
- Fraudulent qualifications or documentation will immediately disqualify any applicant.
- A candidate who canvasses any Councillor and / or Senior Official for preference will be disqualified immediately from the selection process and from appointment.
- Matjhabeng Municipality complies with affirmative action in terms of the Employment Equity Act (Act 55 of 1998)

## **CLOSING DATE: 11 JULY 2025**

***Please note:*** If applicants are not contacted for an interview within six weeks after the closing date, they must accept that their applications were unsuccessful. The Matjhabeng Municipality reserves the right not to fill any advertised position(s).

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**ACTING MUNICIPAL MANAGER**