The successful incumbent will report to the Senior Manager: Protection Services

Minimum Requirements: Senior Certificate (Grade 12 or equivalent) • Relevant B – degree • Metro police / Law Enforcement qualification (Peace officers certificate) • Traffic Diploma • Code B Driver’s License • Required Minimum Competency Units Standards (MFMA) or obtain within 18 months of appointment • No criminal record • 8 years’ experience of which 4 years should be in a managerial position within a protection Services environment

Other Requirements: Excellent interpersonal relations • Good report writing and oral communication skills in at least two of the three official languages in the Western Cape • Computer skills • Ability to work in a team and under pressure • Comprehensive knowledge of applicable legislation • Good organisation skills • Ability to communicate with people on different levels • Ability to deal with conflict situations • Appointment is subject to Police clearance • Experience in municipal Financial Management Procedures (MFMA) • Knowledge of Supply Chain Management procedures • Experience in Public Administration • Functional knowledge of the areas of Law enforcement and Traffic Services Management • Functional knowledge of occupational health and Safety •

Responsibilities/Duties: To manage the key performance areas and result indicators associated with the provision of the effective Traffic and Law Enforcement Services as required by the National and Provincial Government to ensure service delivery by managing staff • Responsible for the rendering of an efficient and sustainable Traffic and Law Enforcement Service • Ensure effective usage of resources and compliance to legislation • Personnel and performance management • Procedures, systems and controls in place • Financial management of Traffic and Law Enforcement • Department • Manage, coordinate and ensure the monitoring of strategies, policies and procedures • Liaise with public and clients, ratepayers, media, council, other departments/authorities re Traffic and Law Enforcement Services • Establish and maintain relationships with other departments, authorities and agencies and liaise with external stakeholders. Drive the recruitment and selection process for new appointments • Manage and direct the implementation of service level agreements at the department. • Manage and control Occupational Health and Safety legislation within the department • Responsible for directing, leading, managing and coordinating traffic and Law Enforcement services • Drive service delivery through implementation of applicable strategies, plans and policies • Good governance with respect to financial and administrative management • Responsible for knowledge sharing, training & skills development • Monitor, assess and report health & safety in relevant section

Added advantage: Project Management Skills

Job related enquiries: Mr Charl Kitching at (021) 808 8815
General Enquiries: Lanese September 021 808 8064 or Lucretia Koegelenberg 021 808 8102

Salary: R 542 940.77- R 704 776.40 (subject to evaluation) Plus benefits

Applications, clearly marked, accompanied by a comprehensive CV, a covering letter and the details of contactable referees, must be emailed to the Human Resource Management Services at Stellenbosch Municipality at the following email address specifically linked to the above Directorate: Comprotect.Jobs@stellenbosch.gov.za

Please note that Stellenbosch does not have an application form.
Please state the name of the position in the subject of your email for identification purposes.
Applications for the above mentioned vacancy must be sent via the given email. If not it will not be considered. No hand delivered or posted applications will be considered.

Please note: By applying for this position, the candidate consents to verification checks of qualifications and criminal records. Candidates must be willing to be subjected to a rigorous evaluation process. Originally completed applications, accompanied by originally-certified true copies of qualification certificates (degrees, diplomas, certificates, school certificates, etc.) as well as required driver’s licenses, Professional Driver’s Permits and registration certificates from professional bodies, where applicable. Receipt of applications will not be acknowledged and no supporting documentation will be returned. No copies of certified copies will be accepted.

Canvassing with Councillors or any other decision-maker/ member of the Selection Committee, is not permitted and proof thereof will result in disqualification of your application

Closing date: 12 October 2020 @ 12:00

Stellenbosch Municipality is an Equal Opportunity employer. Candidates from the designated groups, including those with disabilities, are encouraged to apply. The requirements of the Employment Equity Act will be considered as part of the selection criteria/process. If you do not hear from us within ten (10) weeks of the closing date, please regard your application as unsuccessful. For more details on vacancies, visit our website www.stellenbosch.gov.za. The Council reserves the right not to make an appointment and to add/amend/change the salary package.