



Blouberg Local Municipality hereby invites suitably qualified persons to apply for the following vacant positions:

**EXTERNAL ADVERT
MUNICIPAL PLANNING**

POSITION : 1 X LED Officer
Directorate : Municipal Planning
Type : Permanent post
Post level : T11
Basic salary : R380 019.19
Qualifications & Requirements: National Diploma in Economics/Business Management/Public Administration, Code B Drivers License, Computer literacy, No criminal record
Experience: 2-3 years relevant experience
KPA's: Coordinate and evaluate SMME's economic development activities in the municipality. Facilitating the link between SMME's and relevant markets and funding institutions. Coordinating agricultural development projects to ensure that objectives in terms of the IDP are met. Facilitate the registration of local hawkers in the municipal database. Provide advice, guidance and support in relations to business plans.

POSITION : 1 X Departmental Secretary
Directorate : Municipal Planning
Type : Permanent post
Post level : T7
Basic salary : R223 236.72
Qualifications & Requirements: National Certificate/Diploma in Secretariat/Administration, Computer Literacy.
Experience: 1 year relevant secretarial experience
KPA's: Perform general secretarial duties of the department. Administration duties. Filing of documents. Writing minutes during meetings. Managing the diary of the director. Booking of travelling and accommodations. Drafting of letters and memorandums.

TECHNICAL SERVICES

POSITION : 1 X PMU Technician
Directorate : Technical Services
Type : Permanent post
Post level : T9
Basic salary : R 292 915.90
Qualifications & Requirements: National Diploma in Civil Engineering. Code C1 Drivers Licence, No criminal record
Experience: 2-3 years relevant experience.
KPA's: Responsible for MIS data and database management. Monitoring and evaluation of MIG programmes. Updating of MIS data. Coordination of MIG projects. Provide technical support to end users. Facilitation of project contractors and attending all site progress meetings including doing measurements and coordinating contractor payments.

POSITION : 2 X Junior PMU Technicians
Directorate : Technical Services
Type : Three Years Contract post (Renewable)
Post level : T7
Basic salary : R223 236.72
Qualifications & Requirements: National Diploma in Civil Engineering. Computer literacy. No criminal record
Experience: 1 year relevant experience.
KPA's: Overall assistance with civil engineering in the PMU unit. Arranging regular project progress meeting. Assist with municipal infrastructure programmes. Assisting with projects registrations. Assist in overseeing project in line with the EPWP framework and the related reporting requirements.

COMMUNITY SERVICES

Position : 2 X Examiners DLTC
Directorate : Tolwe Satellite Office and Head office
Type : Permanent post
Post level : T10
Basic salary : R334 118.80
Qualifications & Requirements: Grade 12. Learners/ Drivers License Examiner's Diploma, Computer Literacy – Office Applications and specific systems related eNatis Code B Driver's License.
Experience: 2-3 Years relevant experience
KPA's: Coordinates and implements tasks/ activities associated with the examination, testing and issuing of learner and driving licenses through the application of laid down assessment and inspection procedures; attending to administrative reporting and recordkeeping requirements and guiding Learners with the execution of specific activities to ensure that they conform with the requirements of the Road Traffic Act, K53 requirements and regulations contributing to the safety of all road users.

Position : 1X Plant Operators (Re - advertised)
Directorate : Community services Department (Waste Management & Environment)
Type : Permanent post
Post level : T7
Basic salary : R223,236.72
Qualifications & Requirements: Minimum Grade 10 Certificate, Code 14(EC), PDP, Certificate for operating Heavy plant vehicles.
Experience: at least 1 year experience
KPA's: Performs operator's duties by operating various heavy machines (waste Compactor truck, Skip loader, tractor with chassis), ability to climb in/out of equipment and work outdoors in various conditions. Operate machinery and control checklist,

waste collections from various designated points and disposal of waste according to regulations. Follow landfill policies and safety regulations.

Position : Pound Master
Directorate : Community Services Department (Public Safety & Security)
Type : Permanent post
Position level : T9
Basic salary : R292,915.90
Qualifications & Requirements: Grade 12 plus Certificate in Public Safety or related field.
Experience: 1 Year relevant experience
KPA's: Overall administration and daily operations of an animal impound facility. Secure containment, human care and proper legal processing of astray, impounded, or trespassing livestock and companion animals.

Position : 4 X General Workers
Directorate : Community Services Department (Waste and Environmental Management)
Type : Permanent post
Post level : T3
Basic salary : R164 712.78
Qualifications & Requirements: Abet level 3, Grade 8, Read and Writing skills.
Experience: 6 months relevant experience
KPA's: Undertake activities associated with maintaining cleanliness of designated areas and providing support in respect of specific official requirements, in accordance with laid down instructions supporting acceptable standard of service delivery

CORPORATE SERVICES

Position : 1 X General Workers (Tolwe Satellite Office)
Directorate : Auxilliary Services
Type : Permanent post
Post level : T3
Basic salary : R164 712.78
Qualifications & Requirements: Abet level 3, Grade 8, Read and Writing skills.
Experience: 6 months relevant experience
KPA's: Undertake activities associated with maintaining cleanliness of designated areas and providing support in respect of specific official requirements, in accordance with laid down instructions supporting acceptable standard of service delivery

Position : 1 X Cleaner (Inveraan Satellite Office)
Directorate : Auxilliary Services
Type : Permanent post
Post level : T3
Basic salary : R164 712.78
Qualifications & Requirements: Abet level 3, Grade 8, Read and Writing skills.
Experience: 6 months relevant experience
KPA's: Undertake activities associated with maintaining cleanliness of designated areas and providing support in respect of specific official requirements, in accordance with laid down instructions supporting acceptable standard of service delivery.

Position : Admin Support Clerk
Directorate : Corporate Services (Council Support Unit)
Type : Permanent post
Post level : T7
Basic Salary : R223 236.72
Qualifications & Requirements: National Certificate in Public Management/Business Management/HRM or Equivalent
Experience: 1-year relevant experience
KPA's: Coordinates administration duties. Typing of documents, minutes. Preparation of memos and office documents. Filing and record keeping. Attending to telephone, handling income/ outcome correspondences.

NB: Blouberg Municipality is an equal opportunity and affirmative action employer Committed to the implementation of Employment Equity Act and other Labour Laws.

Closing Date: 18 August 2026

Email or Faxed applications will not be considered.
NB. Shortlisted applicants will be screened for criminal records, qualification verification and /or any pending criminal cases.

Interested persons must forward their applications accompanied by the Municipality's official application form obtainable from Blouberg Municipality website, Head Office as well as all Municipal Offices, detailed CV, Certified copies of ID and qualifications to The Human Resource Manager, **Blouberg Municipality P.O Box 1593 Senwabarwana 0790: Enquiries: HR Unit on 015 505 7100.**

Should you not hear from us within six weeks of the closing date kindly accept that your application has been unsuccessful.

**RAMOTHWALA R.J
MUNICIPAL MANAGER**