



BITOU LOCAL MUNICIPALITY

Bitou Municipality is inviting applications for the following vacancy from suitably qualified professionals. Preference will be given to candidates residing within the Bitou Municipal Area.

POSITION	MACHINE OPERATOR (SMALL PLANT)
DIRECTORATE	COMMUNITY SERVICES
DIVISION	FACILITIES MANAGEMENT & MAINTENANCE
SECTION	HORTICULTURE & RECREATIONAL SERVICES
SUB-SECTION	PARKS & RECREATIONAL FACILITIES
BASIC SALARY	(T4) R 128 938.76 – R 162 625.87 PER ANNUM + MUNICIPAL BENEFITS
REF NO	NOTICE 160 of 2025

QUALIFICATIONS & EXPERIENCES • Basic Literacy • 3 years' experience in operating small plant.

REQUIREMENTS AND SKILLS: • Proficiency in at least 2 of the 3 official languages of the Western Cape (read, write and speak) • Communication Skills • Required to work in all weather conditions • Work outside normal working hours, on standby, during emergencies and planned overtime.

FUNCTIONS & RESPONSIBILITIES: • Attends to and undertakes activities associated with maintaining parks and open public spaces using equipment (ride on mowers, brush cutter, chain saw) and hand held tools to cut, trim and shape verges, lawns, flower beds and overgrown shrubs in accordance with laid down instructions supporting acceptable standards of service delivery • Report to various institutions/persons • Interacts with various institutions/persons • Comply to safety procedures and guidelines (Occupational Health and Safety Act, 85 of 1993).

COMPETENCIES REQUIRED

CORE PROFESSIONAL

Operation monitoring: Watching gauges, dials, or other indicators to make sure a machine is working properly.

Quality Control Analysis: Conducting tests and inspections of products, services, or processes to evaluate quality or performance.

Operation and Control: Controlling operations of equipment or systems.

Troubleshooting: Determining causes of operating errors and deciding what to do about it.

Workplace Safety: Promotes principles of Occupational Health and Safety.

Planning and Organizing: The ability to plan broad activities within specific timeframes and then to execute these activities according to plan.

FUNCTIONAL COMPETENCIES

Learning Orientation: Continually reviewing and adjusting driving behavior. Learn from experience.

Quality Orientation: Ensures high quality output, accurately checks processes and tasks and shows attention to detail.

PUBLIC SERVICE ORIENTATION COMPETENCIES

Service Delivery Orientation: Engages effectively with the general public and clients

Interpersonal relationships: Shows confidence in engagement with internal and external stakeholders.

Communication: Responds to question with accurate and complete answers.

PERSONAL COMPETENCIES

Action Orientation: Successfully completes projects with time and budget allocations

Resilience: Stays calm and focused under pressure

Accountability and Ethical Conduct: Admits own mistakes and weaknesses and seek help from others were unable to deliver

Learning Orientation: Learns from experience-does not repeat mistakes and remain abreast of changes in the relevant trade

Impact and Influence: The ability to inspire a positive attitude in others and be able to influence others effectively

Team Orientation: The capacity to promote a cooperative climate in working with others to achieve a shared goal.

Work related enquiries can be directed to Superintendent: Ms. N Kemese; nkemese@plet.gov.za or on telephone: 044 501 3123 and for general enquiries contact Mr. H van Rooyen on telephone no: 044 501 3464.

Candidates must be willing to be subjected to an interview and competency assessment and must be aware that previous employers and references will be contacted and their qualifications, credit and criminal record will be verified. The candidates will be required to disclose all Financial Interests

Application forms are available on the Bitou website (www.bitou.gov.za). A comprehensive CV, original certified copies of Identification documents, qualifications, and driver's license must accompany the application form and must be posted /hand delivered to the Human Resources Section, Bitou Municipality, Private Bag X1002; Plettenberg Bay; 6600.

Bitou Municipality is an equal opportunity employer. Candidates from the designated groups, including those with disabilities, are encouraged to apply.

Please Note:

1. **ONLY** hard-copy applications will be considered. **No** electronic or faxed applications will be accepted.
2. Please complete the Reference Checking Consent & Authorization Form which is available on the Municipality's Website. (*Compulsory*)
3. **NO LATE APPLICATIONS** will be considered. Canvassing of Councillors with the purpose of being appointed is not permitted and proof of such canvassing shall lead to disqualification.

M MEMANI
MUNICIPAL MANAGER

CLOSING DATE: 08 MAY 2025 @ 14H00 PM.

If you receive no feedback from us within 12 weeks after the closing date, please accept that your application was unsuccessful.

Bitou Municipality reserves the right not to make any appointment and to re-advertise before a shortlist is compiled.