

# **MATJHABENG MUNICIPALITY**



## **INTERNAL ADVERTISEMENT**

### **DIRECTORATE: COMMUNITY SERVICES**

### **DEPARTMENT: PUBLIC SAFETY AND SECURITY**

#### **MANAGER: SECURITY AND TRANSPORT**

**REMUNERATION:** Post Level 3 (Permanent post)

#### **MINIMUM REQUIREMENTS**

- Diploma in Security or
- Diploma in Traffic Management or Equivalent
- Experience in managerial position

#### **JOB PURPOSE AND DUTIES**

The Manager Public Safety and Security is required to uphold and enforce law in collaboration with all law enforcement structures to ensure that public safety and law enforcement are rendered.

#### **Duties.**

- Assess compatibility of public safety objectives and environmental objectives
- Ensure compliance to policies and procedures relating to safety and security
- Create enabling environment for sustained economic growth and development by preventing and combating crime
- Cost control and effective collection of traffic fines

- Cost control and effective use of council fleet
- Ensure that internal processes are efficient and effective to deliver services to customers without bottlenecks
- Inculcate a culture of customer satisfaction
- Design methods to assess customer satisfaction, a system that allows feedback from customers
- Develop and recommend to Council annual departmental business plans and budget
- Evidence of sound and effective systems for collection of traffic fines
- Compliance with applicable laws and policies
- Develop a code of conduct for the department
- Promote the culture of performance within the department and community
- Promote "Batho Pele" culture within the department
- Promote compliance to all labour laws in the country
- Ensure that recruitment/staff sourcing within the department is conducted in line with Employment Equity targets and such targets are met.

Candidates are requested to forward a Comprehensive Curriculum Vitae, including the necessary documentation (i.e. original certified copies of qualifications) to The Acting Senior Manager HRM, P.O Box 708 Welkom 9460 or may hand it to the Municipal Building 1 Floor, Room 17 &18, Main Building, Odendaalsrus.

- 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 or from appointment.
- Matjhabeng Municipality complies with affirmative action in terms of the Employment Equity Act (Act 55 of 1998)

*closing date: 18 January*

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)

  
T.H.E. PIETERSE

MUNICIPAL MANAGER

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