



Waterberg District Municipality is an equal opportunity employer subscribing to the Employment Equity Act, and hereby invites applications from suitably qualified persons to fill the under-mentioned post: Women and disabled persons are encouraged to apply.

OFFICE OF THE MUNICIPAL MANAGER

CHIEF FIRE OFFICER – POST LEVEL 04

Salary: R238 588 per annum

Benefits: Normal municipal benefits plus travelling allowance.

REQUIREMENTS

- Grade 12, Diploma in Fire Technology from the South African Emergency Services Institute or equivalent qualification in fire technology or fire engineering sciences from SAQA accredited South African Institutions. Basic ambulance certificate. Must be in possession of valid South African driver's license (code –C) for heavy duty vehicles. Be computer literate and proficiency in MS Word/Excel/PowerPoint. A minimum of six years extensive experience in all major functions of a Fire Department.

KNOWLEDGE AND SKILLS

- Excellent planning, leadership and organizational skills
- Advanced methods, practices, and techniques of modern fire fighting, fire prevention, fire inspection, fire apparatus and equipment purchasing, hazardous material mitigation and emergency management services.
- Laws, ordinances, rules, regulations and codes affecting the work of the Fire Department.
- Ability to work adequately, independently, copes with work load pressure and meets deadlines.
- Knowledge of Municipal Fire Safety By-Laws, Disaster Management Act, Fire Protection Regulations, Fire Brigade Services Act.

DUTIES

- Manage, plan and co-ordinate fire services management in the Waterberg District;
- Minimizing response times to reported incidents of fires and disasters;

- Ensuring community preparedness for emergencies;
- Support district disaster management plans and standard operating procedures
- Directing investigations to determine cause and origin of fires and assist in the prosecution of arsonists,
- Initiating the formation of and monitoring Fire Protection Associations for agriculture and related sectors within the Waterberg District
- Performing Peace Officer duties related in the application and enforcement of any other statutory powers granted under any other legislation pertaining to Fire Brigade Services
- Meeting with Architects, Engineers, Contractors and Town planners involved in development and construction activities which affect fire safety legislation and programmes,
- Ensure a productive and cost effective department,
- Developing and implementing a comprehensive fleet management program and planned preventative maintenance program for the department,
- Developing and implementing departmental policies and operational guidelines,
- Preparing Monthly, Quarterly and Annual reports to Council and other committees and sub-committees on Fire and Emergency Service delivery,
- Manage departmental staff / subordinates to ensure they are able to meet their objectives,

FIRE STATION OFFICER – POST LEVEL 06
(STATION - LEPHALALE DISASTER MANAGEMENT CENTRE)

Salary: R186 237 per annum

Benefits: Normal municipal benefits.

REQUIREMENTS

- Grade 12, Higher Certificate in Fire Technology, Fire Fighter I and II or equivalent qualification in fire technology or fire engineering sciences from SAQA accredited South African Institutions. Basic ambulance certificate and Computer literacy (MS Word/Excel/PowerPoint. Must be in possession of valid South African driver's license (code –C) for heavy duty vehicles. A minimum of four years experience in a Fire Department preferably as a commander.

KNOWLEDGE AND SKILLS

- Excellent planning, and organizational skills

- Must have knowledge of methods, practices, and techniques of modern fire fighting, fire prevention, fire inspection, fire apparatus and equipment purchasing, hazardous material mitigation and emergency management services.
- Ability to work adequately, independently, copes with work load pressure and meets deadlines.
- Language proficiency in Sepedi, English and Afrikaans
- Knowledge of Disaster Management Act, Fire Protection Regulations, Fire Brigade Services Act.

DUTIES

- Manage the operational and administrative activities of the all shifts;
- Perform firefighting service in and around Lephalale Municipality;
- Ensuring community preparedness for emergencies;
- Perform law enforcement of fire safety regulations and notices;
- Ensure compliance with a predetermined standard of effectiveness and efficiency within the fire station;
- Assist in the formation of and monitoring Fire Protection Associations for agriculture and related sectors;
- Perform daily inspection of all vehicles, building, machinery and equipment;
- Take charge of all daily parades and conduct inspections on personnel;
- Supervise control room duties;
- Compile reports for each attended or inspection conducted;
- Preparing Monthly, Quarterly and Annual reports to the Chief Fire Officer;
- Coordinate demonstration to the visiting schools and the public;
- Conduct fire safety inspections and awareness campaigns;
- Ensure that subordinates are able to meet their objectives,

FIRE PREVENTION OFFICERS X2 – POST LEVEL 06 (STATIONS - LEPHALALE AND MODIMOLLE DISASTER MANAGEMENT CENTRES)

Salary: R186 237 per annum

Benefits: Normal municipal benefits.

REQUIREMENTS

- Grade 12, Higher Certificate in Fire Technology, Fire Fighter I and II or equivalent qualification in fire technology or fire engineering sciences from SAQA accredited South African Institutions. Basic ambulance certificate and Computer literacy (MS Word/Excel/PowerPoint. Must be in possession of valid South African driver's license

(code –C) for heavy duty vehicles. A minimum of four years experience in a Fire Department preferably as a commander.

KNOWLEDGE AND SKILLS

- Excellent planning, and organizational skills
- Must have knowledge of methods, practices, and techniques of modern fire fighting, fire prevention, fire inspection, fire apparatus and equipment purchasing, hazardous material mitigation and emergency management services.
- Ability to work adequately, independently, copes with work load pressure and meets deadlines.
- Language proficiency in Sepedi, English and Afrikaans
- Knowledge of Disaster Management Act, Fire Protection Regulations, Fire Brigade Services Act.

DUTIES

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- Coordinate demonstration to the visiting schools and the public;
- Conduct fire safety inspections and awareness campaigns;
- Ensure that subordinates are able to meet their objectives,

Applications, accompanied by a comprehensive CV, originally certified copies of qualifications, ID, driver's license and covering letter that indicate the position you are applying for, must be sent by post to: The Municipal Manager, Waterberg District Municipality, Private Bag X1018, Modimolle, 0510 or hand delivered to Waterberg District Municipality, Harry Gwala Street, Registry Section, Room 27. Faxed or e-mailed applications

and those without the relevant accompanying documents will not be considered.

All qualifications and references will be verified.

Further enquiries may be directed to S Mthombene at tel. no. 014 718 3367 during office hours.

Closing Date: 12 March 2010

The Waterberg District Municipality reserves the right **NOT** to fill the advertised posts. Should you not be contacted within 30 days of the closing date please accept that your application had been unsuccessful.

M.V LETSOALO

MUNICIPAL MANAGER