



ADVERTISEMENT

MAYORAL DRIVER

NOTICE NO: 13 / 2022

4 YEARS FIXED TERM CONTRACT (Please note that this contract is linked to the term of the Mayor)

Senqu Local Municipality, a category 2 municipality that incorporates Lady Grey, Sterkspruit, Barkly East, Rhodes and Rossouw and the environs invites applications from all suitably qualified candidates for the position mentioned above.

**Remuneration: TASK GRADE 6 OF CATEGORY 2 LOCAL AUTHORITY
R 142 056.00 – R 184 421.00 PER ANNUM (excluding Council 's benefits)**

JOB PURPOSE:

The Mayoral driver will perform duties associated with the transportation of the Mayor by safely driving him/her to and from official engagements and to other designations, whilst maintaining the Mayoral vehicle in excellent condition and serving as the Mayor's Bodyguard at all times.

MINIMUM ESSENTIAL REQUIREMENTS AND EXPERIENCE

- Grade 12,
- 1 Year Bodyguard Training Certificate
- Three (3) years' relevant experience (2 years as a driver and 1 year as a Security personnel or Bodyguard)
- Code EB Driving license.



KEY PERFORMANCE AREAS

- Performing activities associated with driving and maintenance of the Mayor's vehicle in accordance with stated protocols
- Refueling timeously and appropriately at a recognized fuel station/garage, in order to maintain required fuel levels;
- Booking the vehicle in for regular services as indicated;
- Communicating with the Executive Personal Assistant in respect of weekly programs of the Mayor;
- Identifying which locations and venues and establishes routes, taking into consideration risk/ safety aspects;
- Interacting with Protection Services and external departments (South African Police services) and security services in respect of highprofile functions and possible volatile situations and comprehending safety instructions and contingency plans in cases of emergencies and applying agreed procedures to counteract or avoid life threatening incidents;
- Providing basic protection to the Mayor at all times by fulfilling the functions of the official bodyguard;
- Checking that entrances are safe and establishing VIP emergency exit points when arriving at functions;
- Liaising with police and security in order to discuss security issues;
- Maintaining the Mayor in ones' sight at all times;
- Keeping the Mayor at a safe distance from the crowd at all times.;
- Giving inputs on security features to be considered when procuring an official vehicle for the Mayor.

KEY COMPETENCIES REQUIRED FROM APPLICANTS

- Ability to withstand extremely stressful situations;
- High levels of confidentiality required;
- Is exposed to high-risk situations due to association with the Speaker and political issues; and
- Will be required to work outside of normal accepted working hours.

APPLICABLE BENEFITS

- Medical Aid, Pension, Housing Subsidy, 13th Cheque and travel allowance.

The closing date for submission of applications is Friday, 12 August 2022 no late, emailed and faxed applications will be accepted. Application packs must reach us by 12 noon.



APPLICATION PROCESS

Any individual who wishes to apply for this position **must** complete and submit the Senqu Local Municipality application form obtainable from our website www.senqu.gov.za, together with a comprehensive Curriculum Vitae, certified copies of qualifications, ID and driver's license. An application pack which contains all the above-mentioned documents must be submitted to the under mentioned address.

This Council subscribes to the policies of Affirmative Action and Employment Equity and appointment will be made with these policy considerations.

Appointment will be subject to appropriate reference and qualification checks as well as security vetting.

Canvassing and/or lobbying of Councillors and officials will not be accepted and non-compliance thereof shall immediately disqualify an applicant.

Should you not receive communication from us within thirty (30) days after the closing date of this advertisement, please consider your application to be unsuccessful.

A successful candidate may be expected to sign a Performance Agreement in line with the 2021 Staff Regulations.

Please note that Council reserves the right not to fill the position.

CONTACT PERSON

All enquiries should be directed to the Acting Human Resources Manager on - telephone 051 603 1300/1466 during working hours or mokokat@senqu.gov.za

MR M.M YAWA
MUNICIPAL MANAGER
SENQU MUNICIPALITY
19 Murray Street
Private Bag X 03
Lady Grey
9755

FILE NO: 4/3/2/1/1
20/07/2022

