



Knysna

Municipality || Munisipaliteit || uMasipala

inclusive || innovative || inspired

KNYSNA MUNICIPALITY

Applications are hereby invited from suitably qualified individuals with enthusiasm for the following career opportunity in our dynamic organisation:

SUPERVISOR / DRIVER

DIRECTORATE: COMMUNITY SERVICES - WASTE MANAGEMENT

Task Level 7: R216 744 to R281 328 (Basic Salary)

R366 062 to R449 573 (Total Cost to Council Package)

(PERMANENT APPOINTMENT)

Applicable Municipal benefits will apply.

MINIMUM QUALIFICATIONS & REQUIREMENTS:

- Grade 12 – NQF 4 or equivalent technical qualification
- Valid Driver's licence Code 14 plus proficiency certificate for operating truck mounted equipment
- Minimum 3 years relevant experience
- Valid Professional Driving Permit (PrDP) permitting driving public transport and heavy-duty vehicles
- Basic Computer Literacy: MS Word/ Excel
- Must have basic knowledge of OHS procedures
- Work overtime and stand by when required
- Required to work in all weather conditions
- Proficient in at least two of the official languages of the Western Cape

KEY PERFORMANCE AREAS:

- Drive a waste compactor truck on a specific route according to predetermined route charts to remove large-scale waste bins and domestic and garden waste
- Driving and manoeuvring the vehicles and engaging controls to operate mechanisms to facilitate specific sequences to load and unload domestic business waste (Wheelie Bins)
- Responsible for ensuring that the waste compactor truck is cleaned daily and kept in a roadworthy condition, additionally reporting any faults to the immediate superior/ fleet manager
- Inspecting safety devices, controls, lubricant levels, etc. on vehicles and report defects to the immediate superior
- Receiving instructions/ work orders from the immediate superior and/ or communicating with the immediate superior to establish details of tasks (vehicle, materials, and personnel)
- Ensure instructions and departmental procedures are complied with and Occupational Health and Safety rules adhered to, enabling uninterrupted functionality and the accomplishment of productivity targets/ standards
- Recording the relevant information (quantitative/ qualitative) and/ or details of activities
- Complete job cards relating to work activities
- Ensure that all administrative functions are carried out according to guidelines
- The ability to treat customers with the necessary respect and dignity and address customer enquiries and expectations in a professional manner
- Additional Duties – The duties listed in this job description are not exhaustive, and the employer is entitled to instruct the employee at any time to carry out additional duties which are in line with the job description, or in accordance with operational requirements

COMPETENCIES

CORE PROFESSIONAL COMPETENCIES

- *Manage work; Workplace safety; Supervisory skills; interpersonal skills; Oral and written communication skills*

All applications will be considered, but in terms of its Employment Equity Target, the Municipality would prefer to appoint a White Female. Should a suitable candidate in the aforementioned category Coloured females will also be considered.

PLEASE NOTE: (Failure to comply with the below will result in disqualification)

- All applications MUST be on a Knysna Municipal Application form (<https://www.knysna.gov.za/wp-content/uploads/2022/09/Knysna-Municipality-New-Job-Application-From.pdf>) accompanied by copy of ID, comprehensive CV with certified copies of qualifications (not older than 6 months), copies of training, experience, competency and previous employment record must accompany applications.
- Application forms are obtainable from the Municipal website: www.knysna.gov.za. Completed applications should be forwarded to the Human Resources Department, P O Box 21, Knysna, 6570 or email: vacanciescommunity@knysna.gov.za

- Correspondence will ONLY be entered into with shortlisted candidates. Should candidates not be contacted within three months after the closing date, they may accept their application as unsuccessful.
- For enquiries, contact the Human Resources Office at 044 302 6418 or 044 302 6419.

Canvassing for appointment is strictly prohibited and any confirming thereof will disqualify the candidate.

CLOSING DATE: 4 MAY 2026

DR RICHARD MARTIN

ACTING MUNICIPAL MANAGER

The Municipality reserves the right not to make an appointment.