

## MOSSEL BAY MUNICIPALITY

Mossel Bay Municipality, an employer committed to equal employment, invites persons to apply for the undermentioned vacancy

### **INTERNSHIP PROGRAMME: CIVIL ENGINEERING**

**(APPLICANTS RESIDING WITHIN THE BOUNDARIES OF MOSSEL BAY WILL RECEIVE PREFERENCE)**

Mossel Bay Municipality is offering opportunities to unemployed South African graduates from Higher Education institutions who have completed a three- (3) year Degree or National Diploma (NQF Level 6 or above), and who are seeking work experience related to the field of study that they have completed.

#### **REQUIREMENTS**

(Application form and relevant proof / documentation must accompany application. No late submissions will be accepted)

- National Diploma or Degree in Civil Engineering (must be in possession of complete qualification at date of application)
- Grade 12 with Mathematics as a subject
- Must be in possession of a valid Code B driver's license
- Fluent in at least two (2) of the official languages of the Western Cape
- Computer literate (MS Office applications)
- Must be willing to work with labour intensive construction workers/teams (LIC/EPWP)
- Must be willing to work on-site on civil construction sites, in all weather conditions
- Perform construction monitoring, supervision, data gathering and verification
- Coordinate work priorities, workers and teams
- Applicants must have met the academic requirements for the advertised field of study/discipline and should not previously have been employed as an Intern in the Public Sector
- Preference will be given to applicants submitting proof of own transportation (motor vehicle / motorbike) and willingness to use his/her own transport for site visits (Intern will be reimbursed for kilometres travelled for official purposes)

**DURATION:** Contractual appointment: Twelve (12) months with the option to extend the period for a further twelve (12) to twenty-four (24) months, up to a maximum of three (3) years in total.

**STIPEND:** R7 531.43 per month

**CLOSING DATE:** **03 JUNE 2022**  
(No applications received after 13h00 will be accepted)

#### **GENERAL:**

- Shortlisted candidates may be subjected and required to undergo a theoretical and/or practical test, including a driving skills test.
- ***Notwithstanding any representations to the contrary, no employment contract will come into effect until a written offer has been made by the municipality to, and accepted by, the applicant.***
- **Applications in writing on the official application form and accompanied by a comprehensive CV**, which will be regarded as confidential, must be directed to: The Senior Manager Human Resources, P O Box 25, Mossel Bay, 6500. Alternatively, **electronic applications accompanied by the official application form and a comprehensive CV may be e-mailed to [admin@mosselbay.gov.za](mailto:admin@mosselbay.gov.za)**. These conditions are compulsory and **failing to comply will automatically lead to disqualification of the applicant.**
- Application forms are available on the Municipal website ([www.mosselbay.gov.za](http://www.mosselbay.gov.za)) or electronically available from the contact persons mentioned hereunder.
- Original certified copies of proof of qualifications and other required documentation must accompany the CV and application form.
- Shortlisted candidates who applied electronically must provide the **original** certified copies of qualifications and other

- required documentation on or before the date of the practical test.
- For equity purposes please indicate your race, gender and disability status on the application form.
- Further details are obtainable from Ms N de Wet or Ms J Ruiters at telephone number (044) - 6065000.
- If applicants are not contacted within 40 days of the closing date, it can be accepted that they were not successful.
- The Mossel Bay Municipality is committed to comply to the requirements of the Employment Equity Act, No. 55 of 1998, for the advancement of previously disadvantaged and disabled persons.

**MR. C PUREN**  
**MUNICIPAL MANAGER**

## **MOSELBAAI MUNISIPALITEIT**

**Mosselbaai Munisipaliteit, 'n werkgewer verbind tot gelykheidsindiensneming nooi persone om vir die ondergemelde vakature aansoek te doen**

### **INTERNSKAPPROGRAM: SIVIELE INGENIEURSWESE**

**(AANSOEKERS WOONAGTIG BINNE DIE GRENSE VAN MOSELBAAI SAL VOORKEUR GENIET)**

Mosselbaai Munisipaliteit bied geleenthede aan werklose Suid Afrikaanse gegradueerdes van Hoër Opleidingsinstansies wie 'n drie- (3) jaar Graad of Nasionale Diploma (NKR Vlak 6 of hoër) voltooi het en wie werksondervinding verwant aan die studieveld wat hul voltooi het, verlang.

### **VEREISTES**

(Aansoekvorm en verwante bewys / dokumentasie moet aansoek vergesel. Geen laat indienings sal aanvaar word nie)

- Nasionale Diploma of Graad in Siviele Ingenieurswese (moet in besit wees van voltooide kwalifikasie met aansoek)
- Graad 12 met Wiskunde as vak
- Moet in besit wees van 'n geldige Kode B Bestuurderslisensie
- Vlot in ten minste twee (2) van die amptelike tale van die Wes-Kaap
- Rekenaargeletterd (MS Office toepassings)
- Moet bereid wees om met arbeidsintensiewe konstruksiewerke/spanne (LIC/EPWP) te werk
- Moet bereid wees om op-perseel by siviele konstruksiepersele en in alle weerstoestande te werk
- Voer konstruksie monitering, toesig, datavaslegging en verifikasies uit
- Koördineer werksprioriteite, werkers en spanne
- Aansoekers moet die akademiese vereistes vir die geadverteerde veld van studie/dissipline behaal het en nie voorheen in die diens van die Publieke Sektor as Intern gewees het nie
- Voorkeur sal gegee word aan aansoekers wat bewys van eie vervoer verleen (motorvoertuig / motorfiets) en bereidwilligheid om hom/haar eie vervoer vir perseelbesoeke te gebruik (Intern sal vergoed word vir kilometer gereis vir amptelike doeleindes)

**DURASIE:** Kontraktuele aanstelling: Twaalf (12) maande met die opsie om die tydperk vir 'n verdere twaalf (12) tot vier-en-twintig (24) maande te verleng, tot 'n maksimum van drie (3) jaar in totaal.

**TOELAAG:** R7 531.43 per maand

**SLUITINGSDATUM:** **03 JUNIE 2022**  
(Geen aansoek ontvang na 13h00 sal aanvaar word nie)

## ALGEMEEN:

- Kortlys kandidate mag onderwerp word en van vereis word om 'n teoretiese en/of praktiese toets, insluitend 'n bestuursvaardigheidstoets te ondergaan.
- **Nieteenstaande enige verteenwoordiging tot die teendeel, sal geen dienskontrak in werking tree totdat 'n skriftelike aanbod deur die Munisipaliteit gemaak word aan, en deur die aansoeker aanvaar is nie.**
- **Skriftelike aansoeke op die amptelike aansoekvorm tesame met 'n omvattende CV** wat as vertroulik beskou sal word, moet gerig word aan: Die Senior Bestuurder: Menslike Hulpbronne, Posbus 25, Mosselbaai, 6500. Alternatiewelik, kan **elektroniese aansoeke vergesel deur die amptelike aansoekvorm en 'n omvattende CV per e-pos gestuur word aan [admin@mosselbay.gov.za](mailto:admin@mosselbay.gov.za)**. Hierdie voorwaardes is verpligtend en versuim om daaraan te voldoen sal outomaties tot diskwalifikasie van die aansoeker lei.
- Aansoekvorms is beskikbaar op die Munisipale web-tuiste ([www.mosselbay.gov.za](http://www.mosselbay.gov.za)) of van die kontakpersone hieronder genoem.
- Oorspronklike gesertifiseerde kopie van bewys van kwalifikasies moet die CV vergesel.
- Kortlyskandidate wie elektronies aansoek gedoen het moet die **oorspronklike** gesertifiseerde afskrifte van kwalifikasies en ander vereiste dokumentasie op of voor die datum van die praktiese toets voorsien.
- Vir gelykheidsdoeleindes, dui asseblief u ras, geslag en gestremdheidstatus aan.
- Verdere besonderhede is verkrygbaar by Me N de Wet of Me J Ruiters by telefoonnommer (044) - 6065000.
- Indien aansoekers nie binne 40 dae na die sluitingsdatum gekontak word nie, kan aanvaar word dat die aansoek onsuksesvol was.
- Die Mosselbaai Munisipaliteit is verbind tot die nakoming van die vereistes van die Wet op Diensbillikheid, Nr. 55 van 1998, vir die bevordering van voorheen benadeelde en gestremde persone.

MNR. C PUREN  
MUNISIPALE BESTUURDER

## **UMASIPALA WASE MOSSEL BHAYI UMasipala wase Mossel Bhayi, njengomqeshi ozibopheleleyo kwingqesho ngokulinganayo, umema abantu ukuba bezne izicelo zesi sithuba sengazantsi**

### **INKQUBO YOKUQEQESHELWA UMSEBENZI: UBUNJINELI BOKWAKHA**

**(ABENZI-ZICELO ABAHLALA PHAKATHI KWEMIDA YASE MOSSEL BHAYI BAYA KUQWALASELWA  
KUQALA)**

UMasipala wase Mossel Bhayi ubonelela ngamathuba kwabo bangaqeshwanga banezidanga zemfundo eMzantsi Afrika abazifumene kumaZiko-Mfundo eMfundo ePhakamileyo nabagqibe iziDanga zeminyaka emithathu (3) okanye iDiploma yeSizwe (NQF Umgangatho 6 okanye ngaphezulu), abafuna amava omsebenzi angqamene namanqanaba emfundo abayigqibileyo.

### **IIMFUNO / OKULINDELEKEILEYO**

(Ifomu yesicelo kunye nobungqina obufanelekileyo / amaxwebhu kufuneka ahambe nesicelo sakho. Izicelo ezingeniswe emva komhla wokuvala aziyi kwamkelwa)

- IDiploma yeSizwe okanye isiDanga kubuNjineli Bokwakha (kufuneka ube unesiqu semfundo esigqityiweyo ngexesha lokwenziwa kwesicelo)
- Ibanga le-12 kunye nesifundo seZibalo
- Iimpepha-mvume zokuqhuba zeNqanaba B
- Ube ugqibelele kwiilwimi ezimbini (2) ezisesikweni eNtshona-Kapa
- Ube unolwazi ngeNgqondo-Mtshini i(Khompyutha)[ Imisebenzi ka MS Office ]
- Ube uzimisele ukusebenza nabaqeshwa/amaqela asebenza umsebenzi wokwakha (LIC/EPWP)
- Ube uzimisele ukusebenza kwindawo ekwakhiwa kuyo, naphantsi kwazo zonke iimeko zezulu
- Ukuqaphela umsebenzi wokwakha, ukuphatha, nokuqokelela iingcombolo kwanokuziqinisekisa
- Ukulungelelanisa uluhlu lwemisebenzi, abasebenzi kunye namaqela
- Abenzi-zicelo kufuneka imfundo yabo ingqamane ngokupheleleyo nokulindeleke kwisithuba esipapashiweyo kwaye umenzi-sicelo abe akazange waqeshwa njengomqeqeshwa kwiCandelo likaRhulumente

- Inqwalasela ekhethekileyo iyakunikwa abenzi-zicelo abangenise ubungqina bezithuthi ezizezabo (inqwelo-mafutha / isithuthuthu) kwaye abe uzimisele ukusebenzisa isithuthi sakhe ukuhambela iindawo zomsebenzi (Umqeqeshwa uyakubuyekezwa ngeekhilomitha azihambileyo ekwenzeni imisebenzi esesikweni)

**IXESHA LENGQESHO :** Inqgesho yexeshana: linyanga ezilishumi elinesibini (12) phantsi kokuba lingandiswa eli xesha isithuba sezinye inyanga ezili-12 ukuya kwezingama-24, ukuya kufikelela kwiminyaka emithathu (3) iyonke.

**ISIBONELELO SENTLAWULO:** R7 531.43 ngenyanga

**UMHLA WOKUVALA:** 03 JUNI 2022

**GABALALA:**

- Abagqatswa/abenzi-zicelo abathe bafakwa kuluhlu olufutshane baya kulindeleka ukuba benze uvavanyo lomsebenzi ngezandla nangomlomo kubandakanya ukuvavanyelwa izakhono zokuqhuba
- ***Nangona kungakho nalo naluphina ummelo, akukho sivumelwano sengqesho siyakusebenza phambi kokuba isinikezelo esibhaliweyo nesivela kumasipala, sibe samkelwe, ngumenzi-sicelo.***
- **Izicelo ezibhaliweyo kwifomu esesikweni nezikhatshwayi-CV egqibeleleyo**, neyakuthatyathwa njengeyimfihlo, kufuneka zingeniswe ku: The Senior Manager (Human Resources), P.O. Box 25, Mossel Bay, 6500. Kungenjalo, **izicelo ezenziwe ngobuchwepheshe nezikhatshwa yifomu yesicelo esesikweni kunye ne CV egqibeleleyo zingathunyelwa nge-imeyile ku [admin@mosselbay.gov.za](mailto:admin@mosselbay.gov.za)** Le miqathango isisinyanzelo kwaye **ukusilela ukuyithobela kuyakukhokelela ekukhatyweni kwesicelo sakho.**
- lifomu zezicelo ziyafumaneka kwikhasi lothungelwano likaMasipala ([www.mosselbay.gov.za](http://www.mosselbay.gov.za)) okanye ungazithunyelwa nge-imeyile xa uthethe waqhagamshelana nabantu abachazwe apha ngezantsi apha ngezantsi.
- Iikopi zeziqinisekiso zeziqinisekisiweyo njengeziyinyaniso kufuneka zihambe neCV yakho kunye nefomu yesicelo
- Abagqatswa abafakwe kuluhlu olufutshane nabazenze ngobuchwepheshe izicelo zabo kufuneka baveze iikopi **zoqobo** eziqinisekisiweyo zeziqinisekisiweyo kwakunye namanye amaxwebhu ayimfuneko ngomhla okanye phambi komhla wokuvavanyelwa umsebebzi.
- Ngesizathu sengqesho ngokulingana nceda uphawule uhlanga, ubuni kunye nokhubazeko kwifomu yesicelo somsebenzi.
- Iingombolo ezithe vetshe ungazifumana kuNkszn de Wet okanye uNkszn J Ruiters kule nombolo yomnxeba (044) - 606 5000.
- Ukuba umenzi-sicelo akufumenanga mpendulo kwisicelo sakhe kwisithuba seentsuku ezingama-40, angathabatha ukuba isicelo sakhe asamkelekanga.
- uMasipala waseMossel Bhayi uzibophele ekuthobeleni iimfuno zoMthetho weNgqesho ngokulingana, Nombolo 55 ka 1998, ngenjongo yokuxhamlisa abo bebekade behlelelekile ngaphambili kunye nabakhubazekileyo.

**MNU C PUREN  
UMPHATHI KAMASIPALA**