



**Ugu District Municipality
Distrik Munisipaliteit
Umasipala Wesifunda**

EXTERNAL VACANCY

The Municipality seeks to appoint suitably qualified person to the following position within the WATER SERVICES DEPARTMENT:

**FOREMAN: PURIFICATION
AREA SOUTH WEST
Total Annual Salary: R 487 897.31 pa**

Reporting to the Area Manager: South West, the successful candidate will be responsible for the following duties, inter-alia:

- Inspecting and/ or analyzing reports with respect to plant and system performance and determines the applicability of corrective measures and/ or changes to operating parameters.
- Reporting and seeking approval and guidelines on specific deviations in plant and system functionality from the immediate superior and implementing adjustments.
- Checking and verifying compliance with specific analysis and testing procedures and/ or performing and recording results and commenting on deviations.
- Monitoring attendance/ conduct and output and addressing deviations from agreed performance indicators through meetings/ counseling and/ or other approved methods designed to improve and motivate personnel.
- Establishing the adequacy and availability of personnel against agreed outcomes and motivating to the immediate superior for additional resources to support the implementation of operational plans.
- Addressing workplace conflict/ conduct through the initiation and co-ordination of consultative processes and implementation of specific disciplinary procedures.
- Assessing and introducing measures to facilitate understanding of processes and procedures with respect to operations and maintenance and/ or providing input into specific training requirements.
- Completing instructional/ operational documentation (vehicle log sheets; overtime schedules; travel claims) extracting information from field reports/ activity lists and forwarding for approval and processing.
- Compiling investigational reports and / or responses to correspondences and queries, extracting information and records to support content, recommendations and/ or opinion.
- Maintaining procedural records and registers of investigations, inspections and plant and system operational performance and providing details during internal and external audits or assessments.
- Ensure compliance with Occupational Health and Safety Act.

Requirements:

- A Valid Grade 12 certificate
- NQF Level 4 - Water and Wastewater Certificate
- Registered/Eligible registered as Class 4 Process Controller with DWS
- A minimum of 03 – 04 years Process Controller experience
- A minimum of one (01) year Process Controller supervisory experience
- A valid Code EB drivers' license is essential
- Candidates must be willing to perform standby duties
- Ability to communicate fluently in English and isiZulu
- Computer Literacy
- Knowledge of the geographical area of the District will be an added advantage

Benefits:

- 13th Cheque
- Subsidized Pension and Medical Aid Schemes (subject to certain conditions)
- Subsidized Housing Scheme (subject to certain conditions)

The canvassing of councillors and/or management in respect of this position will lead to disqualification of the applicant.

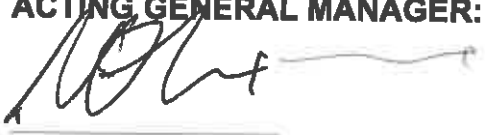
Letters of application indicating the position being applied for, together with a comprehensive Curriculum Vitae and certified copies of qualifications to be forwarded to: Recruitment@ugu.gov.za or The Manager: Human Resources, Ugu District Municipality, PO Box 33 (96 Marine Drive, Oslo Beach), PORT SHEPSTONE, 4240.

The closing date for applications will be 16h00, Friday, 31 October 2025 (If you do not hear from us within 30 days of the closing date, regard your application as unsuccessful)

The Municipality is an equal opportunity, affirmative action employer and in this vein, appropriately qualifying women and disabled persons are encouraged to apply.

The Municipality reserves the right not to make an appointment


MS MP GOBHOZI
ACTING GENERAL MANAGER: CORPORATE SERVICES


MR VO MAZIBUKO
MUNICIPAL MANAGER