

SOL PLAATJE LOCAL MUNICIPALITY

DIRECTORATE: COMMUNITY AND SOCIAL DEVELOPMENT SERVICES

VACANCY:

EXAMINER (VEHICLES): MOTOR REGISTRATION AND LICENSING
2 VACANCIES / AA APPOINTMENT
REF NO: 2023/016

SALARY SCALE: R309 585 - R401 890 [T10]

REQUIREMENTS:

• Grade 12 or equivalent qualification. • Training diploma for Inspector of Vehicles. • Valid Code A and EC drivers' license. • Computer literate. • No previous criminal records.

COMPETENCIES:

Good conflict resolution skills. • Good knowledge of the relevant legislation. • Able to work efficiently and effectively under tight deadlines. • Able to manage difficult clients and remain calm and professional in and solve challenging situations. • Good communication skills. • Good report writing skills. • Excellent attention to detail.

KEY PERFORMANCE AREAS:

• To test and evaluate vehicles according to the NRTA 93 / 96. • To be conversant of the different SANS mandatory documents. • To be able to operate and utilise all equipment / hand tools as prescribed. • To be able to liaise with all relevant stakeholders, i.e. SABS, province and private sector. • To compile monthly reports. • To ensure that all equipment / hand tools are in a good working condition.

ENQUIRIES: MRS C GOUWS, (053) 830 6705 / work@solplaatje.org.za

Your application must be completed on an official Sol Plaatje Local Municipality application form and will not be considered if not submitted. Application forms are available on the municipal website (www.solplaatje.org.za).

If you meet the requirements, forward the official application form, detailed CV and certified copies of highest educational qualifications or relevant qualifications as per job requirement to Mrs C Gouws, Sol Plaatje Local Municipality, c/o Bultfontein & Lyndhurst Avenues, New Civic Building, HR, 3rd Floor or send it electronically to work@solplaatje.org.za. These requirements must be met and failure to do so will result in the applicant's immediate disqualification.

Include a clear reference number and the post you are applying for in your application.

No CV's and certified copies of qualifications will be returned on the applicant's request. Late applications will not be accepted.

Preference will be given to local candidates, i.e. applicants residing within the municipal, district or provincial boundaries.

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.

THE SOL PLAATJE LOCAL MUNICIPALITY RESERVES THE RIGHT NOT TO MAKE AN APPOINTMENT.

CLOSING DATE: 14 September 2023 @ 16:00



Sol Plaatje Municipality
Sol Plaatje Drive, Kimberley, 8301
Recruitment Tel (053) 830 6705
Email work@solplaatie.org.za

Email work@solplaatje.org.za Website www.solplaatje.org.za

APPLICATION FORM FOR EMPLOYMENT

- 1. This form must be completed in full, accurately and legibly in your own handwriting with a black pen. All relevant substantial information must be provided in this form. Any additional information may be provided on a CV.
- 2. A separate application form is required should you apply for more than one position.
- Candidates shortlisted for interviews may be requested to furnish additional information that will assist Sol Plaatje Municipality to expedite recruitment and selection process.
- 4. All information received shall be treated with confidentiality and shall not be used for any other purpose than to assess suitability to the advertised position.
- 5. Canvassing for appointment will disqualify an applicant.
- 6. If you have not been contacted within 60 days, your application was unsuccessful.
- 7. This application form is used to assist Sol Plaatje Municipality with the recruitment, selection and appointment of staff members in terms of the Municipal Systems Act, 2000 (Act No. 32 of 2000).

DETAILS OF THE ADVERTISED POST (as reflected in the advert)																																
Advertised post applying for																																
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PERSONAL DETAILS																																
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African Citizen?	Yes No Do you have a valid work permit?									Υ	es		No			•										•						
Do you hold a professional membership with any professional body?										Yes	6	1	No	M	em	bers	ship	Nι	ımb	er												
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 correct. All r I realise that proceedings I confirm that provide corrections I will avail my The Sol Plast for the purpo I hereby also 	ify that all information provided in this application and any attachments in support thereof is to the best of my knowledge true and relevant information to assist in my application has been disclosed. If this application should lead to my appointment and there is proof that false information has been provided, this may lead to legal and immediate dismissal. It my contact details given here are correct and if anything changes, I will inform Sol Plaatje Municipality as it is my obligation to extract contact information. All correspondence from Sol Plaatje Municipality is done via email and / or sms (text messaging). It is well on the date and time scheduled for interviews by Sol Plaatje Municipality as I understand that interview dates cannot be altered the Municipality complies with the provisions of the POPIA and you are hereby giving consent that your information will only be used the position you have applied for. To give consent that Sol Plaatje Municipality can access my personal information and conduct the following checks as and whe qualification(s), memberships, work permits, employment references, criminal record, ID verification, drivers' licence and PDP.														gal to ed.																
Signature																[Date														
FOR SOL PLA	ATJE	MUN	CIP	AL	ITY	REC	RU	JITM	IENT	OF	FFIC	E U	ISE	ON	LY																
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COMPANY DETA	AILS "c	ompany'	,								To l	e complet	ed by Con	npany Agent		
Company Name:	Sol P	laatjie M	1unicipalit	.y			Email:		cgouws@	gsolplaatje	e.org.za					
Agent Name:	Chris	tine Gou	ıws				Mobile	No:	053 830 6705							
CANDIDATE PEI	RSONA	AL INFO	DRMATI	ON							T	o be compl	eted by th	ne Candidate		
Surname:	. <u>-</u>															
Full Names:	<u>-</u>								Maiden	Name						
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E.g. South African ID N				lumber, etc.							To be c	ompleted b	v the Con	npany Agent		
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DEFINITIONS																
"Candidate" means the pe "Company" refers to MIE of "Consumer Credit Informa "FAIS Act" shall mean the "FSCA" refers to the Finan "NCA" shall mean the Nat "Personal Information" sh	Client; ation" shall Financial A cial Sector ional Credi	have the me dvisory and Conduct Aut t Act, No. 34	eaning ascribed Intermediary S thority; of 2005, as an	d to it in section services Act of mended from t Chapter 1 of	on 70 of the No 2002; ime to time, in POPI and inclu	CA; ncluding any re	egulations ma t limited to a r	de under th name, addr	e Act; ess, email add					ory and education		

- or other personal credentials provided, or which is collected from the candidate or other third parties, before and/or during the background screening process and/or thereafter;
- "POPI" shall mean the Protection of Personal Information Act, No. 4 of 2013, as amended from time to time, including any regulations made under the Act;
- "Privacy and Data Protection Conditions" refers to the 8 (eight) statutory prescribed conditions for the lawful Processing of Personal Information;
- "Responsible Parties" have meaning to the Company and MIE together, and "Responsible Party" any one of them;
- "Verification Information Suppliers" shall mean third parties acting on behalf of MIE, including, but not limited to, criminal record bureaus, credit bureaus, governmental bodies, and any educational, training, and fraud prevention organisations;

ACKNOWLEDGMENT OF THE USE OF PERSONAL INFORMATION

Lacknowledge

- that the Company's duly authorized verification agent, Managed Integrity Evaluation (Pty) Ltd ("MIE"), will need to process my Personal Information to conduct background screening checks as indicated above which are required by the Company.
- that verification requests form part of the background screening process and that:
 - requests for credit information from Credit Bureaus will only be conducted under the regulations defined as per the NCA and for the below prescribed purposes only;
 - For employment in a position of trust and honesty and entails the handling of cash or finances;
 - Fraud prevention or detection.
 - data obtained from the FSCA serve only for the purpose to determine the fitness and propriety as envisaged in the FAIS Act.
 - that any Personal Information supplied to the Company is provided voluntarily and is accurate and current as the Company may not be able to comply with its obligations if the correct Personal Information is not supplied to the Company, I further agree to correct and update such information when necessary;
- that privacy is important to the Responsible Parties and the Responsible Parties will use reasonable efforts in order to ensure that any Personal Information in their possession or processed on their behalf is kept confidential, stored in a secure manner, and processed in terms of South African law and or applicable Data Protection Legislation, for the purposes I have
- that all information, including Personal Information, supplied to the Company is accurate and current and agree to correct and update such information when necessary.
- may be shared by the Company with MIE and may be further shared by MIE with the Verification Information Suppliers for verification or other legitimate purposes;
- may be shared by the Verification Information Suppliers with MIE and be further stored and shared by MIE with the Company and Fraud databases or services when the information provided for verification is deemed fraudulent by the Verification Information Suppliers for purposes of continued or future employment or for other legitimate purposes as per the NCA or other National or Provincial Legislation;
- may be stored by MIE, for legislated retention periods and where such periods are not legislated then my personal information may be stored by MIE for as long as the information may be needed for verification purposes, or any other period as I may agree with the MIE. and
- Personal Information may be transferred cross-border to countries, for verification or storage purposes. In any cross-border transfer of personal information MIE will comply with the security safeguards as provided for in the POPIA including but not limited to ensuring that the information is secured when transported to or from the recipient.
- I take note that if the Responsible Party has utilised the Personal Information contrary to the Privacy and Data Protection Conditions, I may first resolve any concerns with that Responsible Party. If I am not satisfied with such process, I have the right to lodge a complaint with the Information Regulator.
- A copy of Personal Information kept by the Responsible Parties will be furnished to me upon request in terms of the provisions of POPI or the NCA and I understand that I may dispute any information in the record provided.
- "I agree that MIE, to the extent permitted by law, will not be liable for any complaint, claim or action brought by me, arising from any action or omission by MIE, to the extent that such action or omission resulted from MIE complying with the terms of this agreement and I shall indemnify, hold harmless and defend MIE from and against any such claims or actions brought

	CANDIDATE	COMPANY AGENT
SIGNATURE		Pouws
DATE		

All signatories to this document agree that MIE will NOT be held liable for the content, factual correctness or accuracy of any Supplier Data supplied to MIE for the Company by MIE's suppliers. The Company and the Candidate hereby indemnifies and holds MIE harmless against any loss arising from neglect or damage in procuring, communicating, or failing to communicate information to the Company.

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