



# SOL PLAATJE LOCAL MUNICIPALITY

## DIRECTORATE: INFRASTRUCTURE AND SERVICES

### VACANCY: MANAGER: FLEET AND COMPLIANCE OPERATIONS

1 VACANCY / PERMANENT

REF NO: 2025/015

**SALARY SCALE: (R609 228 – R790 836) [T14] (plus benefits)**

#### **REQUIREMENTS:**

- A relevant 3-year tertiary qualification, National Diploma or B degree in Transportation / Logistics Management.
- 5 years or more relevant experience of which 3 years must be at a management level.
- Computer Literacy: MS Office.
- Code EB driver's licence.

#### **COMPETENCIES:**

- Planning: Ability to systematically identify, analyse and prioritise options to meet the short, medium and long-term requirements of the municipality.
- Organizational awareness: Ability to understand the key drivers in the Local Government to meet service delivery challenges.
- Attention to detail: Ability to scrutinise own work and that of others to ensure accuracy and compliance with the relevant municipal standard.
- Problem Solving skills.
- Planning and Organising skills.
- Project Management skills.
- Interpersonal relationship skills.
- Verbal and Written Communication skills.

#### **KEY PERFORMANCE AREAS:**

- Manages and controls the procedures, operations and critical outcomes associated with the Municipality Fleet (vehicle, plant and equipment).
- Implements procedures and monitors the key functional areas associated with the Fleet Section.
- Controls the key performance indicators and outcomes of personnel based in the Fleet Section.
- Fleet maintenance and logistics.
- Keeping abreast of technological developments and making recommendations on changed to systems/procedures and/or vehicle specifications with a view to improving efficiencies.
- Coordinates administrative and reporting requirements associated with key performance and result indicators.
- Maintaining that drivers and operators comply with the National Roads Traffic Act.
- Maintaining a comprehensive and specialised computer database for the fleet including a specialised tracking system.
- Investigating and responding to complaints/queries pertaining to the Section.
- To ensure a safe working environment, promote a healthy workforce and the safety of community members.

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**ENQUIRIES: MS C MASHOBAO, (053) 830 6793 / [work@solplaatje.org.za](mailto:work@solplaatje.org.za)**

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

If you meet the requirements, forward the official application form, detailed CV, covering letter and certified copies of highest educational qualifications or relevant qualifications as per job requirement to Miss C Mashobao, Sol Plaatje Municipality, c/o Bultfontein & Lyndhurst Avenues, New Civic Building, HR, 3rd Floor or send it electronically to [work@solplaatje.org.za](mailto: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.**

***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 MUNICIPALITY RESERVES THE RIGHT NOT TO MAKE AN APPOINTMENT.**

**CLOSING DATE: 30 September 2025 @ 16:00**