



An area of unfound diversity

Xhariep

District Municipality

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municipalmanager@xhariep.gov.za Website: www.xhariep.gov.za

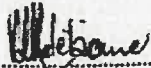
Xhariep District Municipality comprises of the following Local Municipalities; Kopanong, Letsemeng, Mohokare. Xhariep District Municipality subscribes to the principles of affirmative action and all accompanying regulations that seek to address the imbalances of the past. The administrative offices of the municipality are situated at Trompsburg; which is 125 km's south of Bloemfontein.

To this end, the municipality seeks to fill the following vacant position:

POST NO	EXTERNAL JOB ADVERTISEMENT
Title	Temporary Driver / Protector to the Speaker 3 Months Fixed Term Contract
Reporting to	Manager in the Office of the Speaker
Responsibility	<ol style="list-style-type: none">1. To provide a chauffeur service to the Speaker through the application of laid down safety guidelines and procedures with respect to designated travelling routes and actions to be taken during emergencies and life-threatening situations.2. carrying out the duties professionally in providing static and venue protection3. Providing close protection on transit, pedestrian protection4. Providing close protection during embossing and debussing from vehicles5. Immediate action drill6. Provide security advance party to prevent Assassination, kidnapping and other related case studies7. Maintenance of VIP vehicle8. Checking and updating the Principal's weekly schedule9. Providing advice on security matters on observing protocols to principal10. Performing administrative duties relevant to the principal's execution of their functions.
No of positions	1
Location	Trompsburg
Remuneration	Negotiable
Requirements	Grade 11, 3 years' VIP driving experience. Certified Peace Officer Code EB driver's license. No criminal Record of any kind
Experience	3 years' experience
Knowledge and Skills	Advance driving will be an added advantage
Behavioural Competencies	Working on strict deadlines Ability to work unsocial hours. The ability to deal with conflict and capacity to withstand stress.
Please note :	<ol style="list-style-type: none">1. Applicants are informed that all the necessary checks/ vetting to ensure suitability will be conducted.2. Applications should include a covering letter; resume and certified copies of qualifications and ID.3. The reference checks will be done to all shortlisted candidates4. Should applicants not hear from us after 30 days after the closing date; they should consider their applications unsuccessful.5. Given the anticipated huge volume of applications; communication will be restricted to shortlisted candidates only.6. People from designated groups are encouraged to apply for this position.7. Xhariep District Municipality reserves the right not to make any appointment and to re-advertise before a short list is compiled8. Electronic applications will be accepted.9. No late applications will be considered. Canvassing of Councillors with the purpose of being appointed is not permitted and proof of such canvassing shall lead to disqualification.10. Submit separate applications when applying for posts and quote reference number.

11. Preference will be given to local residents before considering candidates outside the Xhariep Municipal Area.	
12. Applications must be on Staff member's personal data form obtainable in Gazette No. 45181- www.xhariep.gov.za appear as Table 12, Page 1497	
13. By applying for this position, candidates will be giving an automatic consent for reference and security checks in terms of protection of personal information act.	
Applications should be directed to	The Municipal Manager : Ms LY Moletsane , Private Bag X136, Trompsburg, 9913 or Email: municipalmanager@xhariep.gov.za
Enquiries	Ms. Nono Buda Human Resource Management Officer Telephones: 051 011 2238
Date of Publication	31 March 2023
Closing Date	11 April 2023 before end of business 16:00

Approved by:



Ms. LY Moletsane
Municipal Manager
Xhariep District Municipality