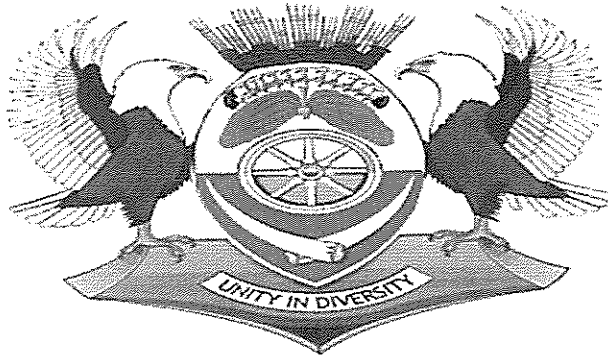


MOPANI DISTRICT MUNICIPALITY

**APPLICATIONS ARE INVITED FROM INTERNAL PERSONS WITH RELEVANT EXPERIENCE
AND APPROPRIATE QUALIFICATIONS FOR THE FOLLOWING POSITIONS:**



DIVISIONAL OFFICER (Maruleng)

REMUNERATION: R371 355.63 – R410 043.24 per annum, plus housing subsidy, UIF, Medical aid and pension benefit.

REQUIREMENTS: Grade 12, BAA/AEA, Graduate Diploma in Fire Technology and Fire Sciences or recognized three years relevant post - matric Fire Technology Academic Qualification and code EC driver's license. Computer literacy (MS Word/Excel/PowerPoint.). Six years of relevant experience within an officer's capacity. Applicant(s) must be medical and fitness compliant according to the relevant NFPA standards. Preparedness to security clearance.

KEY PERFORMANCE: Render of a specialized services. Planning, organizing and demarcating of activities. Compiling long – medium – and short term planning in conjunction with the Fire Management Operational and District commanders, considering all the available management information. Prioritizing current and future projects, buildings, vehicles, equipment and budgets according to goals. Manage and Impact reduction of hazardous materials incidents. The exertion of control over the expenditure of the Operational budget, reporting on it to the Fire Management. Responsible for the handling and documentation of subordinates leave IOD's monthly statements, overtime, fire and rescue accounts. Ongoing control of competencies and standards by means of inspections, investigations and interviews: Advice subordinates with regard to new work procedures: Create communication channels down to the lowest hierarchical level. To ensure that orders, free communication and grievance procedures can take place freely. Provide guidance to officers in all aspects of the work. Maintain a fitness and training program within the Fire Station. Manage the working schedules for fire services personnel. Comply with fitness standards and health conditions

KNOWLEDGE AND SKILLS: Practice sound managerial skills within Fire station. Excellent planning, and organizational skills. Must have knowledge of methods, practices, and techniques of modern firefighting, fire prevention, fire inspection, fire apparatus and equipment purchasing, hazardous material mitigation and emergency management services. Ability to work adequately, independently, copes with work load pressure and meet deadlines. Language proficiency in, English and Afrikaans. Knowledge of Fire Service Act and Regulations and Disaster Management Act.

5 X STATION OFFICERS: Operations.

(2 X Giyani Fire Station, 1 X Tzaneen Fire Station, 1 X Ba-Phalaborwa Fire Station, and 1 Maruleng Fire Station).

3 X STATION OFFICERS: Fire Preventions.

(1 Modjadjiskloof Fire Station, 1 Giyani Fire Station, and 1 Maruleng Fire Station).

REMUNERATION: R289 799.42 – R320 039.42 per annum, plus 13th Cheque, housing subsidy, UIF, medical aid and pension benefits.

REQUIREMENTS: Grade 12 certificate. BAA/AEA certificate (Current registered with HPCSA). Higher Certificate in Fire Technology or Fire Engineering (Level 3 Certificate) or an equivalent SAQA accredited qualification in Fire Technology. Six years' experience of which 2 years must be in a Leading Fire Fighter position. A code C1 driver's license. Computer literacy (MS Word/Excel/PowerPoint. Applicant(s) must be medical and fitness compliant according to the relevant NFPA standards Preparedness to security clearance.

KEY RESPONSIBILITIES:

Operations: Manage the operational and administrative activities of the all shifts. Planning of the sectional requirements. Perform firefighting, Hazmat, Rescue and special service within the Mopani District. Ensuring community preparedness for emergencies. Ensure compliance with a predetermined standards of effectiveness and efficiency within the fire station. Perform daily inspection of all vehicles, building, machinery and equipment. Take charge of all daily parades and conduct inspections on personnel. Act as an incident commander with other units at major emergency incidents. Preparing Monthly, Quarterly and annual reports to the Divisional Officer. Ensure that subordinates are able to meet their objectives, Supervise the fitness and training program within the Fire Station. Supervise the working schedules for fire services personnel. Ensure Fire Services discipline is adhered to, as well as and health and safety standards.

KEY RESPONSIBILITIES:

Fire Prevention: Perform law enforcement of fire safety regulations and notices. Conduct routine Fire Safety Inspections, evaluate and assess building plans in accordance of the National Building Regulations and standards. Issuing of certificates for handling and transport of flammable liquids. Conduct Fire Investigations. Compile reports for each Fire attended or inspection conducted. Preparing Monthly, Quarterly and annual reports to the Divisional Officer. Coordinate demonstrations for visiting schools and the public and assist with awareness campaigns.

KNOWLEDGE AND SKILLS: Excellent planning, and organizational skills. Must have knowledge of methods, practices, and techniques of modern firefighting, fire prevention, fire inspection, fire apparatus and equipment purchasing, hazardous material mitigation and emergency management services. Ability to work adequately, independently, copes with work load pressure and meet deadlines. Language proficiency in, English and Afrikaans. Knowledge of Fire Service Act and Regulations and Disaster Management Act.

4 X LEADING FIRE FIGHTERS: Operations.

(1 Tzaneen Fire Station, 1 Giyani Fire Station, and 2 Maruleng Fire Station).

2 X LEADING FIRE FIGHTERS: Preventions.

(1 Maruleng Fire Station, and 1 Tzaneen Fire Station)

REMUNERATION: R289 799.42 – R320 039.42 per annum, plus 13th Cheque, housing subsidy, UIF, medical aid and pension benefits.

REQUIREMENTS: Grade 12, BAA, Fire Fighter 1 and 2, or Higher Certificate in Fire Technology, EC drivers licence and 6 year experience. Computer literacy, MS Word/Excel/PowerPoint. Applicant(s) must be medical and fitness compliant according to the relevant NFPA standards Preparedness to security clearance.

KEY PERFORMANCE AREAS:

Operations: Allocate working schedule for fire services personnel on shift. Perform daily inspection of all vehicles, buildings, machinery and equipment. Compile monthly reports for the fire station from Incident and Occurrence Books. Maintain discipline at the station. Commanding and controlling rescue operations. Command and controlling Veld and forest fires. Maintain effective firefighting, rescue and hazmat operations. Ensure that fitness programmes and internal training are conducted on shift. Render special services in the Mopani District Municipal jurisdictional area.

KEY PERFORMANCE AREAS:

Fire Prevention: Doing routine inspections on buildings, and veld and forest properties, to comply with fire regulations. Perform law enforcement of fire safety regulations and notices. Lead group inspections to different factories and Public buildings. To present public education on fire prevention. Assist with the assessment of building plans for compliance. Compile monthly reports for the Fire Prevention Section. Conduct fire investigation after every call in line with regulations. Ensure proper record keeping and reporting of Fire Prevention Activities.

SENIOR FIRE FIGHTERS - (2 POSITIONS)

REMMUNERATION: R233 586.33 – R269 095.38 per annum, plus 13th Cheque, housing subsidy, UIF, medical aid and pension benefits.

REQUIREMENTS: Grade 12, BAA, Fire fighter 1, code 10 driver's licence and 3-6 years' experience. Applicant(s) must be medical and fitness compliant according to the relevant NFPA standards Preparedness to security clearance

KEY PERFORMANCE AREAS : Control and Extinguish fires by making sure that the team contains fire under control to limit extended damage of property, Rescuing victims under severe situations, rescue victims on floods, car accident, and water rescue, Trench rescue and high angle rescue. Protect the life and properties against any threatening danger. Educate public about the fire services. Filling accident form to enable the Department to know which car is with whom and what time. Running workshops for Visitors. Running awareness campaigns. Perform admin duties when prescribed to do so. Implement methods for prevention of fire. To establish methods for prevention of fire Doing effective firefighting in the Mopani Municipal jurisdictional

area. Doing effective rescue services in the Mopani Municipality jurisdictional area. Managing the control room as prescribed by control room shift list. Inspecting all firefighting and rescue equipment. Performing duties as prescribe by Leading Fire Fighter. Doing general maintenance in the fire departments where possible. Maintaining proper security within the fire department and Monitor attendance of parades.

FIRE FIGHTERS (13 POSITIONS)

REMUNERATION: R205 842.55 – R233 586.17 per annum, plus 13th Cheque, housing subsidy, UIF, medical aid and pension benefits.

REQUIREMENTS: Grade 12, BAA, Fire fighter 1, code 10 driver's license and 2-5 years' experience. Applicant(s) must be medical and fitness compliant according to the relevant NFPA standards Preparedness to security clearance

KEY PERFORMANCE AREAS: Making sure that the team contains fire under control to limit extended damage of property. Rescuing vltlms under severe situations e.g. Beyond Repair car cases, Rescue victims on floods providing generators on special events e.g. for lights. Receiving emergency calls. Filling accident form to enable the Department to. Run workshops for Visitors. Running awareness campaigns. Doing effective rescue services in the Mopani Municipality jurisdictional area. Manage the control room as prescribed by control room shift list. Inspecting all firefighting equipment. Inspecting all rescue equipment. Providing maintenance on all equipment where possible. Daily inspecting all rescue equipment. Performing duties as prescribe by station officer. Hosting demonstration to schools and public. Undergoing prescribed training. Doing general maintenance in the fire departments where possible. Maintaining proper security procedures within the fire department Monitoring attendance of parades. Monitoring attendance of prescribed group inspections on premises. Completing personal attendance register. Reporting any fault of fire or rescue equipment. Doing prescribed admin duties. Requesting to work overtime and stand by duties. Preparing to attend special events.

Enquiries: Ms Mathebula TM. Tel. 015-811 6300.

Please forward your application through the prescribed form (www.mopani.gov.za) together with your comprehensive CV, recently certified copies of your qualifications and the identity document not longer than three months to:

The Acting Municipal Manager, Mopani District Municipality, Private Bag X9687, GIYANI, 0826.

Z83 forms and fax applications will not be accepted.

CLOSING DATE: 23 September 2019

PLEASE NOTE: Fraudulent qualifications or documentations will immediately disqualify any application. MDM reserves the right not to fill these post should there be no suitable candidate identified. Late submissions will be disqualified. Submission without certified copies of qualifications will not be considered.

**Mr Kgatla Q,
Acting Municipal Manager**