

## NDLAMBE MUNICIPALITY



### **Two (2) PEACE OFFICERS (BY-LAW AUTHORISED OFFICER) – CONTRACTUAL APPOINTMENT**

#### **(3 months) External Advertisement**

**Position:** Peace (By-law Authorised) Officer  
**Areas:** Ward 3 & 4: 2 x officers  
**Duration:** Contractual months  
**Salary:** R5000 per month & R200 Cell phone allowance

#### **Qualifications:**

Grade 12 and relevant qualification in law enforcement be preference

#### **Other competencies / criteria:**

- Meet all requirements to Criminal Procedures Act to be appointed as Peace Officer
- Strong communication skills (English language of preference, speaking Afrikaans and Xhosa be advantage), hard-working, honest, committed.
- Residing in Ndlambe (specify proof of address and ward)

#### **Job description:**

- Report directly to the Bylaw Compliance Officer
- Deal with illegal dumping in ward 3&4, Ndlambe Municipal By-laws (ie Public Nuisance, Solid Waste By-law etc)
- Issue of verbal, written notices to community members
- Issue of section 56 notices as well as section 341 notices / fines
- Do investigations and compile case studies, reports and statements relating to contraventions.
- Compile daily, weekly and monthly report on all contraventions.
- Operate flexi hours (without the option of paid overtime) to ensure adherence with Bylaw conditions.
- Conduct awareness campaigns with officials of the municipality.
- Work with SAPS and other enforcement and justice agencies when relating to contravention of bylaws (attending court etc)
- Compliance & Monitoring within the Ward you are appointed or anywhere within jurisdiction of Ndlambe municipality.
- Perform any other duties assigned by the Bylaw Compliance Officer or relevant municipal official

To apply, please send your C.V, certified copies of qualifications, ID document, cover letter, and driver's license (including details of at least 3 contactable references) to the \*Human Resource Unit\*, Ndlambe Municipality, P.O. Box 13; Port Alfred, 6170 OR Hand deliver at HR Offices at 01 Causeway Road, Civic Centre, Port Alfred.

**Please note that no late submission, faxed or emailed applications will be considered. For enquiries kindly contact the Human Resources Section at 046 604 55 00. The closing date is Monday, 15 April 2024.**

Employment Equity Plan will be complied with. All applications who do not receive any response within 21 days of the advertisement, should know that their applications have not been successful.

NOTICE NUMBER: 49/2024

ADV R. DUMEZWENI

25 March 2024

MUNICIPAL MANAGER

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*Town of the Town*

*Municipal website*

*Municipal noticeboards*