



## **JOZINI MUNICIPALITY (KZ 272)**

Private Bag X028, Jozini, 3969

Circle Street, Bottom Town, Jozini

Tel: (035) 572 1292 Email: [bnyawo@jozini.org.za](mailto:bnyawo@jozini.org.za) Fax: (035) 5721266

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### **JOB OPPORTUNITY EXPANSION INITIATIVE (JOEI)**

The Jozini Local Municipality through its Job Opportunity Expansion Initiative is aimed at creating additional job opportunities.

Due to acute poverty levels as a result of scarcity of jobs within Jozini Municipal area, there is an urgent need to break from the norm and create special purpose vehicle that will assist to eradicate poverty and reduce unemployment rate.

Therefore the Jozini Municipality is inviting suitable candidates to apply for the Peace Officers positions that have become available within Jozini Municipality.

#### **The Job Content is described in terms of the Objectives and Outputs**

##### **OBJECTIVES:**

The incumbents will perform activities associated with patrolling the surroundings and access exit to/from the Municipal and all other premises and recording specific information in the entry/ exit control register.

##### **OUTPUTS:**

- Supervising all the Peace Patrol Officers from different sites
- Conducting visual checks to establish entrances to the building are secured during the night.
- Patrolling the area and identifying with any deviations or breaches to security procedures (parameter lights not switched on, security gates not closed, etc.)
- Interacting with persons found on site to establish reasons and/ or alerting the immediate superior and/ or law enforcement personnel during emergencies/ suspected break-ins and related incidents. Communicating the status of security at the premises through verbal interaction with the immediate superior at defined intervals during the shift.
- Controlling the entry/ exit of personnel/ visitors from the premises and/ or checking vehicles.
- Recording registration and driver details in the 'gate control register'.



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- Completing shift log sheet prior to handover and forwarding completed register to the immediate superior

### **COMPETENCIES:**

#### **Skills & Knowledge:**

- Must be able to read and write
- Must be able to work under pressure and in all weather conditions
- Must be able to work outside normal working hours during emergencies and planned Over Time
- Code B Driver's License
- Supervisory Skills

### **REQUIREMENTS:**

#### **Qualification & Experience**

- Grade C Security Certificate and must be registered with Security Officers Board (SOB)
- The incumbent must be Physically Fit
- SAPS Competency Certificate in handling Handgun Firearm
- 1 Year Security or Security Supervisory Experience

**LOCATION:** Jozini Municipal Offices, Thusong Offices, Pound & Cemetery Offices, Mkuze Offices and Ingwavuma Offices.

**CLOSING DATE:** 06 September 2013.

**PERIOD:** Twelve (12) months contract

You are requested to send your applications, together with certified copy of your ID and Certificates to the Human Resources in Jozini Municipal Offices, Private Bag X028 Jozini, 3969 or Hand Deliver it to Circle Street, Bottom Town, Jozini, 3969



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Approved by Municipal Manager Yes / No

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**MR. B.NTULI: MUNICIPAL MANAGER**