STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK
MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

CONTROL ROOM OPERATOR
FIRE & RESCUE SERVICES
COMMUNITY AND PROTECTION SERVICES
REF: CP/PRS/DMFS/FS/83

Minimum requirements: Grade 12 • 6 months relevant experience in a municipal control centre room • No criminal record • Computer literate.

Other Requirements: Good interpersonal, problem solving and good communication skills in two of the three official languages of the Western Cape Province (English, Afrikaans and Xhosa) • Interpersonal communication skills • Good telephone etiquette • Ability to function effectively in emergency situations • Must be willing to work overtime on short notice.

Duties/Responsibilities: To receive and to process all calls to the Control Centre and operate the computer equipment as prescribed by the superior, handle after-hours complaints as well as activating the relevant services and updating occurrence books and logs.

Job related enquiries: Mr Wayne Smith 021 808 8771

General enquiries: Ms Lucretia Koegelenberg 021 808 8102 or Ms Evan Williams 021 808 8059 or Ms Lisa Patience 021 808 8064

Salary: R 255 238.85 - R 331 350.28 **Plus benefits**

Note: Both the T-grade and post name is subject to re-evaluation and changes will be implemented on receipt of a T.A.S.K outcome

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Applications, clearly marked and accompanied by an application form of Stellenbosch Municipality, a comprehensive CV, certified copies of qualifications and the details of contactable referees, must be emailed to the Human Resource Management Services at Stellenbosch Municipality at the following email address specifically linked to the above Directorate: Comprotect.Jobs@stellenbosch.gov.za

Your application must be completed on an official application form of Stellenbosch Municipality and will not be considered if not submitted. Application forms can be found on the Stellenbosch Municipal website https://stellenbosch.gov.za

Applications for the above-mentioned vacancy must be sent via the given email. If not, it will not be considered. No hand-delivered or posted applications will be considered.

Please note: By applying for this position, the candidate consents to verification checks of qualifications, criminal records and must be willing to be subjected to a rigorous evaluation process. Receipt of applications will not be acknowledged and no supporting documentation will be returned. Canvassing with Councillors or any other decision-maker/ member of the Selection Committee, is not permitted and proof thereof will result in disqualification of your application

Closing date: 19 May 2025

Stellenbosch Municipality is an Equal Opportunity employer. Candidates from the designated groups, including those with disabilities, are encouraged to apply. The requirements of the Employment Equity Act will be considered as part of the selection criteria/process. If you do not hear from us within ten (10) weeks of the closing date, please regard your application as unsuccessful. For more details on vacancies, visit our website www.stellenbosch.gov.za. The Council reserves the right not to make an appointment and to add/amend/change the salary package.