



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

(Re-Advertisement)
DRIVER'S LICENSE TESTING OFFICER
TRAFFIC SERVICES
COMMUNITY AND PROTECTION SERVICES
REF: CP/PRS/TL/TS/117

Minimum Requirements: Grade 12 or equivalent • Registered grade A Examiner of Licenses • A Valid code A and EC driving licence • A valid professional driving permit • 2 year's relevant experience • Computer literacy (Ms Windows, MS Office, Natis & Intranet).

Other Requirements: Must be able to work under challenging conditions and be able to serve all clients with dignity and professionalism at all times • Must be able to reason and make decisions independently within the constraints of legislation leadership • Must be able to apply sound administrative skills in order to render a quality service to the public in the WC024 Good people skills, including ability to handle conflict effectively and function within a team as well as individually • Medically fit • Sound interpersonal skills • Client service skills • Interpersonal communication skills • In-depth knowledge of all applicable legislation and guidelines within the specific area of functionality • In-depth knowledge of the K-53 system on testing of applicants for Learners and Drivers Licenses • Good understanding of the National Road Act • Ensure that any form of malpractice or violation of prescribed legislations are dealt with and reported to senior management • Subject to police clearance • Subject to NATIS clearance and any vetting system available to Municipality • Applicant must not be previously involved in any fraudulent activities/resigned as a result thereof • The Examiner of Driving Licenses should have been active for at least 12 months prior to the appointment • Must have his/her own transport • Ability to communicate in English (essential); proficiency in Afrikaans or isiXhosa will be an added advantage.

Responsibilities/Duties: Testing of applicants for learner's & driver's licenses • Verify question papers for learner's licenses • Eye testing of applicants for learner's & driver's licenses • Authorization of learner's & driver's licenses • Preparation for fingerprint verification • Conversion of foreign driver's licenses • Driver's licenses renewal • Application for PDP • Application for instructions Certificate • Combat Fraud and Corruption • Ensure Legislative compliance • Company to Health & Safety requirements.

Job related enquiries: MR. Gavin Solomons 021 808 8801

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

Salary: R 221 548,50 – R 287 505,11

Plus benefits

Applications, clearly marked and accompanied by the application form, a comprehensive CV, certified copies of qualifications, licenses 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: 07 October 2026



Stellenbosch Municipality is an Equal Opportunity employer. Appointments will be made in accordance with the Municipality's approved Employment Equity Plan (EE Plan) in terms of section 20 of the Employment Equity Act 55 of 1998. Candidates from the designated groups, especially those with disabilities, are encouraged to apply. Candidates are encouraged to self-identify their designated group status on the application form. 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