

Winnie Madikizela-Mandela Local Municipality

Physical Address
51 Winnie Madikizela
Mandela Street
Postal Address
P O Box 12
Bizana



Office of the Municipal
Manager
Tel: 039 251 0230
Fax: 039 251 0917
mahlakal@mbizana.gov.za

EXTERNAL ADVERTS

Winnie Madikizela Mandela Local Municipality is a Category 2 Municipality that is committed to affirmative action and provisions of Employment Equity Act 55 of 1998. Applications are hereby invited from suitable qualified individuals to fill the vacant positions indicated below:-

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|----------------------|---|
| 1. POST: | VIP OFFICER |
| DEPARTMENT: | COMMUNITY SERVICES |
| REFERENCE: | WMMLM/JD/VIPO |
| CONTRACT: | FIXED TERM CONTRACT (ATTACHED TO THE HON. MAYOR) |
| REMUNERATION: | R 442 723.00 ALL INCLUSIVE PACKAGE PER ANNUM |

REQUIREMENTS:

- ✓ Grade 11;
- ✓ Security Certificate Grade E/D/B and must be registered with PSIRA;
- ✓ Firearm Competency Certificate;
- ✓ 1 – 2 years' experience in driving or security;
- ✓ Valid Code B driver's license; and
- ✓ Must have No criminal record;
- ✓ Attentive to detail

KEY PERFORMANCE AREAS:

- ✓ Responsible for pro-active and re-active protection of VIP against direct and indirect personal risks impartially and with respect of norms of the Law and Society;
- ✓ Ensure that principal does not fall into any danger;
- ✓ Must be able to control crowd for the entrance and exit of the principal in hostile environment;
- ✓ May be a driver responsible to safe drive and upkeep of a principal or escort vehicle;

- ✓ Physically capable of working long hours, on weekends and holidays when necessary under adverse conditions and coping with frequent unplanned absence from home;
- ✓ To adhere to the principles of conduct during execution of duties;
- ✓ To perform such duties as may from time to time be assigned to him/her by the Municipal Manager;
- ✓ Make sure of principal's schedule of work in order to be able to plan protection activities; and
- ✓ Prepared to protect the principal and not to leave the principal exposed to danger/risk at any given point in time during the execution of his/her duties.

An application form (available on the municipal website) must be completed to apply for the position and the reference number quoted, accompanied by a comprehensive CV with traceable references, copies of certificates, ID and driver's licence must be submitted as part of the applicant's application. All correspondences should be addressed to: The Senior Manager: Corporate Services, Winnie Madikizela-Mandela Local Municipality, P.O. Box 12, Bizana, 4800 or be submitted to the Municipal Offices during office hours or emailed to: hr@mbizana.gov.za. For more information please contact: **Ms N. Mshweshwe on 039-251 0230** during office hours. **Closing date: 26.02.2025 @ 12pm.**

CANVASSING OF COUNCILLORS AND OR OFFICIALS WILL DISQUALIFY YOUR APPLICATION; THE MUNICIPALITY RESERVES THE RIGHT NOT TO FILL THESE POSTS.

Applicants who have not been contacted within 30 days after the closing date should know that their applications have been unsuccessful.



MR. L. MAHLAKA
MUNICIPAL MANAGER