



PRINCE ALBERT MUNICIPALITY

PRIVATE BAG X53

PRINCE ALBERT, 6930

NOTICE 208/2025 – EXTERNAL VACANCY

Prince Albert Municipality is an equal opportunity and affirmative action employer and requires the services of a suitable qualified persons with relevant experience to fill the following vacancy. Persons designated in terms of applicable legislations as historically disadvantaged individual as well as people with disabilities are encouraged to apply for the following EXTERNAL vacancy:

PLATOON COMMANDER X 1

DIRECTORATE: COMMUNITY SERVICES

SECTION: FIRE/RESCUE AND DISASTER MANAGEMENT

POST IDENTIFICATION NO.: WC052-1.3.2.5.1

REQUIREMENTS

- Grade 12
- Fire Officer 1
- Firefighter 1 & 2 IFSAC Accredited
- Hazmat Awareness & Hazmat Operations IFSAC Accredited
- First Aid level 3
- Pump Operator/Aerial Appliance qualification
- Fire Prevention course
- Fire Service Instructor IFSAC Accredited
- Fire Investigation
- High Angle Rescue 1
- Higher Certificate in Fire Technology
- 6 years operational experience of which 2 years must be at Senior Firefighter level
- Peace Officer Courses
- Code C1 Drivers License
- Computer literacy (MS Office)
- Good Management, Human Relations, Interpersonal & Communication skills
- Ability to give attention to detail and work under pressure
- Effective communication skills in at least two of the three official languages of the Western Cape.

KEY PERFORMANCE AREAS

Operational Command

- Lead, manage, and supervise personnel during emergency operations, ensuring the safety of all staff and the public.
- Take command at incidents in the absence of a senior officer, applying the principles of the Incident Command System (ICS).
- Direct firefighting, rescue, hazardous materials, or law enforcement operations as appropriate.
- Conduct post-incident evaluations and submit operational reports.

Personnel Management and Discipline

- Supervise, mentor, and evaluate subordinates to maintain discipline, efficiency, and morale.
- Facilitate daily briefings, allocate duties, and oversee shift handovers.
- Identify training needs and recommend staff for development programs.

- Enforce compliance with the Code of Conduct, Occupational Health and Safety Act, and municipal disciplinary codes.

Administration and Reporting

- Maintain operational records, occurrence books, and attendance registers.
- Prepare and submit routine and special reports, including incident, vehicle, and equipment reports.
- Manage leave schedules, performance assessments, and duty rosters.

Equipment, Vehicle and Station Readiness

- Ensure readiness, cleanliness, and operational availability of all vehicles, tools, and equipment under command.
- Conduct inspections and report faults or deficiencies.
- Maintain station discipline and ensure adherence to standard operating procedures.

Fire Prevention, Community Safety and Training

- Participate in community awareness and prevention campaigns.
- Conduct fire safety inspections and assist with enforcement of relevant by-laws and legislation.
- Deliver or coordinate training sessions for staff and volunteers.

Interdepartmental and Interagency Coordination

- Liaise with law enforcement, disaster management, traffic, and medical services during incidents.
- Support joint operations and contribute to integrated service delivery.

COMPETENCIES REQUIRED

The competency level for this position is a Level 3 of the Fire and Rescue Competency Framework as stipulated in Annexure A of the Municipal Staff Regulations Government Notice No. 890 as promulgated in Government Gazette 45181 dated 20 September 2021 and comprises of the following competencies:

| Core Professional Competencies | Functional Competencies | Public Service Orientation Competencies | Personal Competencies | Management / Leadership Competencies |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> - Community and Customer Focus - Problem Solving - Negotiation and Influencing - Resilience - Communication - Ethics and Professionalism. | <ul style="list-style-type: none"> - Fire Fighting - Rescue Operations - Special Operations (Hazmat, Urban Search and Rescue) - Fire Safety and Prevention - Safety and Welfare - Emergency Medical Care - Call Taking and Dispatch. | <ul style="list-style-type: none"> - Interpersonal Relationships - Service Delivery Orientation. | <ul style="list-style-type: none"> - Action and Outcome Orientation - Resilience - Change Readiness - Cognitive Ability - Learning Orientation - Problem Solving. | <ul style="list-style-type: none"> - Impact and Influence - Team Orientation - Direction Setting - Coaching and Mentoring. |

REMUNERATION

- Post Level : T10 of Category 1 Municipality: **R 280 988,64 – R 364 768,20 per annum**
(Subject to Task Evaluation)
- Additional Service Benefits : Pension and medical aid contribution, housing subsidy and a thirteenth cheque after 12 months of employment, subject to Council approved policies.

STATUS OF POSITION

Permanent Position

CLOSING DATE

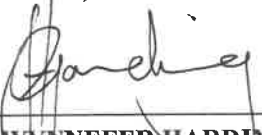
Friday 16 January 2026 at 15h00.

GENERAL

1. Application on the prescribed application form with certified copies of qualifications, curriculum vitae, identification document, drivers license and courses must be posted to: **Mr Abridon Sass – Human Resource Management Department Thusong Centre**, 01 Adderley Street ,Prince Albert, 6930, tel 023 541 1036 before or on **FRIDAY 16 JANUARY 2026 at 15h00**.
2. Applicants are encouraged to submit applications to jobapplications@pamun.gov.za
3. Candidates must be willing to be subjected to a practical test and interview and evaluation process and be aware that previous employers and referrals can be contacted and their qualifications, credit record can be verified.
4. Queries can be directed as follow:

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|--------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| Job-related enquiries | Mr. Charlton Jafta Tel: 023 541 1668 Email: charlton@pamun.gov.za |
| Human resource, recruitment and selection process enquiries | Mr. Abridon Sass Tel: 023 541 1036 Email: abridon@pamun.gov.za |

5. Prince Albert Municipality is an equal employer and encourage persons with disabilities, persons from previously disadvantage groups and especially women to apply. The Municipality reserve the right to not make an appointment. Canvassing will lead to automatic disqualification. If you do not receive any feedback within 90 days after the closing date, applicants may assume that their applications were unsuccessful.
6. The appointed employee will be appointed on a minimum probationary period of three months and a maximum probationary period of twelve months.
7. Please note that the following will lead to disqualification:
 - 7.1) Non-submission of copies of academic qualifications/records.
 - 7.2) Canvassing of Councillors.
 - 7.3) Submission of fraudulent qualifications and/ or documents.


GWYNNEFER HARDING
ACTING MUNICIPAL MANAGER
DATE: 19 DECEMBER 2025