



PRINCE ALBERT MUNISIPALITEIT

PRIVAT BAG X53
PRINCE ALBERT, 6930

NOTICE NO. 162/2022

DIRECTORATE CORPORATE AND COMMUNITY SERVICES

SECTION: DEVELOPMENT SERVICE

VACANCY: SWIMMING POOL LIFE GUARDS

WC052-1.6.2.4.5.6 - 8

EXTERNAL VACANCY

Written application on the prescribed application form are hereby awaited from suitably qualified and experienced candidates for appointment as a:

SWIMMING POOL LIFE GUARDS (3 x POSITIONS)

MINIMUM REQUIREMENTS

- Grade 12
- Valid Level 2 First Aid certificate or be willing to obtain one within 6 months of appointment;
- Proficient in at least two (2) of the three (3) official languages of the Western Cape
- Must be willing to work overtime
- Candidates will be subjected to a practical assessment
- Must be able to swim
- Experience in a similar environment will be advantageous
- No criminal record

COMPETENCIES REQUIRED

CORE PROFESSIONAL COMPETENCIES

- Understands the range of clients to be served;
- Maintains clear communication with clients regarding mutual expectations and ensures client satisfaction;
- Takes personal responsibility for providing excellent service quality; and
- Answers basic questions politely and helpfully.
- Identifies sources of information and uses them;
- Obtains as much information as is appropriate on all aspects of a problem;
- Able to distinguish and separate relevant and important information;
- Takes in information quickly and accurately;
- Reviews all the information gathered to understand the situation and draw logical conclusions;
- Identifies and links causes and effects;
- Identifies what can and cannot be changed;
- Takes a systematic approach to solving problems;
- Remains impartial and avoids jumping to conclusions;
- Refers to by laws and procedures as necessary, before making decisions; and
- Makes good decisions that take account of all relevant factors.
- Sells the benefits of a decision or situation to others;
- Backs up arguments with facts;
- Uses logic and reason to persuade and influence others; and

- Presents powerful arguments.
- Accepts criticism about performance in stride, while maintaining work standards;
- Shows emotional resilience and handles difficult situations effectively; and
- Continues to attempt to improve, despite setbacks or other constraints.
- Demonstrates effective oral and written communication; and
- Communicates effectively with colleagues and clients.
- Alert to potential conflicts of interest and follows procedures to deal with conflicts;
- Understands and follows municipal policies and legislation;
- Understands resources available in municipality to resolve ethical issues; and
- Able to identify risks involved in alternative courses of action.

FUNCTIONAL COMPETENCIES

- Attends to problems situations as required;
- Responds to emergency calls / signals promptly and effectively;
- Recognises unusual activity and intervenes appropriately;
- Understands policies and regulations governing lifeguarding;
- Assesses emergency situations and calls for support as necessary; and
- Maintains control over individuals transgressing any by-laws.

PUBLIC SERVICE ORIENTATION COMPETENCIES

- Able to establish rapport and gets on with others;
- Communicates effectively; and
- Acknowledges contributions of others.
- Demonstrates effective oral and written communication; and
- Communicates effectively with colleagues and clients.
- Committed to excellence; and
- Keeps commitments and promises in undertaking tasks and meeting deadlines.
- Displays a customer focus;
- Is reliable and delivers on time;
- Establishes rapport with customers; and
- Responds to client needs timeously.

PERSONAL COMPETENCIES

- Shows enthusiasm to take on new projects;
- Willing to take on new challenges; and
- Is a self-starter.
- Accepts criticism about performance in stride, while maintaining work standards;
- Shows emotional resilience and handles difficult situations effectively; and
- Continues to attempt to improve, despite setbacks or other constraints.
- Shows a willingness to learn; and
- Copes effectively with change.
- Shows strong analytical reasoning;
- Strong attention to detail; and
- Works within a relatively structured environment.
- Shows willingness to learn new things and acquire knowledge;
- Engages in regular external activities; and
- Seeks ongoing support for own limitations (e.g., from coach or mentor).

MANAGEMENT / LEADERSHIP COMPETENCIES

- Cooperates and works well with other team members;
- Actively participates in team activities; and
- Shows consideration towards others.
- Has a clear sense of his / her own and team goals.
- Shares knowledge and information and experiences with peers;

- Shares knowledge and information with peers and subordinates;
- Articulates tasks and expectations and sets realistic standards; and
- Anticipates mistakes and freely offers assistance without being overbearing.
- Makes positive impact and comes across as confident professional.

FUNCTIONS & RESPONSIBILITIES

- **Warn swimmers of improper activities**
- **Enforce pool regulations and water safety policies**
- **Administer first aid in the event of injury**
- **Rescue swimmers in distress or danger or drowning**
- **Administer CPR or artificial respiration if necessary**
- **Basic maintenance of swimming pool and working area**

SALARY : R 60,09 PER HOUR

STATUS OF POSITION : FIXED TERM CONTRACT UNTIL 30 JUNE 2023

CLOSING DATE : TUESDAY 6 SEPTEMBER 2022 AT 15:00

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**, 33 Church Street, Prince Albert, 6930, tel. 023 541 1036 before or on **TUESDAY 6 SEPTEMBER 2022 at 15:00**.



Applicants are encouraged to submitted applications to jobapplications@pamun.gov.za

Candidates must be willing to be subjected to an interview and evaluation process and be aware that previous employers and referrals can be contacted and their qualifications, credit record can be verified.

Queries can be directed to Mr. Abridon Sass at 023 541 1036 or abridon@pamun.gov.za.

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 30 days after the closing date, applicants may assume that their applications were unsuccessful.

If you have not received any correspondence regarding your application within 30 days after the closing date of the Municipality, you can accept that your application was unsuccessful.

<p>PRINS ALBERT MUNISIPALITEIT Private Bag X53, PRINS ALBERT 6930 e-pos: jobapplications@pamun.gov.za Tel. (023) 5411320 Faks. (023) 5411321</p>		 <hr/> <p>ALDRICK HENDRICKS ACTING MUNICIPAL MANAGER 23 AUGUST 2022</p>
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