



Office of the Municipal Manager

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MANDENI LOCAL MUNICIPALITY INTERNAL/ EXTERNAL VACANCY

The Mandeni Municipality, affirmative action, and equal opportunity employer herewith invites applications from suitably qualified and competent persons for appointment to the following position

DEPARTMENT : COMMUNITY SERVICES AND PUBLIC SAFETY
POSITION : TRAFFIC OFFICER
TASK GRADE : T 10
SALARY NOTCH : R 301 404 per annum
SALARY SCALE : (R 301 404 pa – R 391 243 pa)
CLOSING DATE : FRIDAY, 02 OCTOBER 2026 @ 12:00 PM
REF NO : PN 63/2026

MINIMUM REQUIREMENTS:

- Grade 12 Certificate
- Traffic Officer Diploma and Registration Certificate Obtained from an Institute for Traffic Policing Training.
- Registered as a Traffic Officer
- Must have no Criminal Record or Criminal Case Pending
- Valid Code B Driver's License
- SAPS firearm competency certificate
- 2-3 Traffic Policing Experience.

SKILLS/COMPETENCIES

- **Knowledge and application of traffic legislation:** Understanding and applying relevant national and provincial road traffic legislation, regulations, municipal by-laws, traffic rules and enforcement procedures.
- **Traffic law enforcement:** Ability to identify and respond to traffic offences, conduct lawful enforcement activities, issue traffic notices and summonses, and take appropriate action within the limits of legal authority.
- **Communication skills:** Ability to communicate clearly, confidently and professionally with motorists, pedestrians, colleagues and members of the public, including handling difficult or confrontational situations appropriately.
- **Integrity and ethical conduct:** Ability to perform duties honestly, impartially and professionally, comply with applicable legislation and municipal policies, and avoid corruption, favoritism or abuse of authority.
- **Physical fitness and alertness:** Ability to perform duties that require prolonged standing, walking, directing traffic, working outdoors and



responding quickly to incidents while maintaining a high level of physical and mental alertness.

DUTIES:

- Interprets and Obtains Clarification on the tragic policing programme and prepares requirements to enable execution of duties.
- Co-Ordinate Specific activities associated with controlling traffic flow and public safety
- Monitors the local area and responds to acts or situations/behavior deemed to be inappropriate or non-conformance with the road traffic safety and license regulations
- Enforces specific reports, statutory documentation, and registers
- Completes specific reports, statutory documentation, and registers

BENEFITS:

All standard Municipal Fringe benefits which *inter-alia* includes a Housing Subsidy, Medical Aid, Cellophane allowance, and Pension fund would be applicable to the above post.

DIRECTIONS TO CANDIDATES:

Enquiries must be directed to Manager: Human Resource and Administration; tel: (032) 456 8200. **Please forward your application form and full CV with photocopies of certificates, quoting the relevant reference number and attach proof of residence on the prescribed form obtained from Mandeni Municipal Website to: Human Resources, P.O. Box 144, Mandeni, 4490 or hand-deliver to Mandeni Local Municipality, 2 Kingfisher Road; Mandeni. NB Faxed and e-mailed applications will not be considered. Certified copies of certificate will be submitted by the shortlisted candidates.** If you do not hear from us within 30 days of the closing date, consider your application as unsuccessful. Application forms are available on the Mandeni Municipal Website www.mandeni.gov.za or at any Municipal building. Mandeni residents will be given first preference.

NB: The municipality is an equal opportunity affirmative action employer. The municipality reserves the right not to make an appointment. No canvassing of Councillors or Officials concerned is allowed as that may lead to the automatic disqualification of the candidate.


SG. KHUZWAYO
MUNICIPAL MANAGER

DATE: 18/09/2026