



DIRECTORATE: PROTECTION SERVICES

CAMERA MONITORS OPERATORS x 7

WC0443911;3912;3913;2914;3814;3903;3898

REF: PRO T5 03/11/21

SALARY SCALE: R126 744 – R163 716 per annum T5 (Subject to TASK Final Outcomes Report)

REQUIREMENTS

- Grade 12
- Law Enforcement Certificate
- Grade C Security Clearance
- Computer Literacy (MS Word/Excel)
- 1 Year CCTV Operator or Law Enforcement environment function related experience
- Ability to communicate in at least two official languages of the Western Cape

SPECIAL CONDITIONS ATTACHED TO THE POSITION:

- Have good communication and interpersonal skills
- Administrative skills (completing log reports — paper trail)
- Have excellent sight
- Must be willing to perform shift work and to work overtime
- Must have the ability to pay attention to detail
- Must be trustworthy and willing to sign a Confidentiality Agreement
- No criminal record

DUTIES

- Monitor several CCTV monitor panels for specific incidents during each shift
- Log any offence seen on screen in the Occurrence Register
- Report any occurrence to the immediate supervisor or relevant department
- Log the reaction time of the vehicle responding to the reported incident / crime for statistical purposes.
- Ensure that the cameras are monitored efficiently, and telephone calls are promptly attended to and complaints/ incidents are addressed effectively
- Provide the necessary support in order to establish effective administrative support

ENQUIRIES: MS L VAN DER WALT (044) 801 6374

The Council will consider all applications in terms of their Employment Equity Plan which acknowledges the imperative need to diversify the demographic composition of its workforce, in particular with the emphasis on appointing candidates from the designated/under –represented groups. Canvassing for appointment will lead to automatic disqualification.

If you meet the requirements, forward detailed CV, covering letter with a completed application form obtainable from the HR Office, Civic Centre, York Street, George or www.george.gov.za . Please address your application to: The Deputy Director: Human Resources, PO Box 19, George, 6530 or via e-mail: cameramonitors@george.gov.za.

Note: Please attach certified copies of highest educational qualifications or relevant qualifications as per the job requirements. **State clearly on your application the reference number and post for which you are applying.** Your application will be subjected to verification of qualifications as well as credit and criminal record checks.

Each post must be on a separate application form. Late applications or applications sent via fax will not be accepted. If you are not invited for an interview within 3 months of the closing date, please accept that your application was unsuccessful.

COUNCIL RESERVES THE RIGHT NOT TO MAKE AN APPOINTMENT

CLOSING DATE: 26 NOVEMBER 2021



DIREKTORAAT: BESKERMINGSDIENSTE

KAMERA MONITEERDER OPERATEURS x 7

WC0443911;3912;3913;2914;3814;3903;3898

VERW: PRO T5 03/11/21

SALARIS SKAAL: R126 744 – R163 716 per jaar T-5 (Onderheuwig aan TASK Finale Uitslag Verslag)

VEREISTES

- Graad 12
- Wetstoepassings Sertifikaat
- Graad C Sekuriteits Klaring
- Rekenaar geleterd (MS Word/Excel)
- 1 Jaar CCTV Operateur of Wetstoepassing omgewing funksie verwante ervaring
- Vermoë om in ten minste twee van die drie amptelike tale van die Wes-Kaap te kommunikeer

SPESIALE VOORWAARDES AAN DIE POSISIE:

- Moet goeie kommunikasie- en interpersoonlike vaardighede hê
- Administratiewe vaardighede (voltooi logverslae – papierspoo)
- Uitstekende sig hê
- Moet bereid wees om skofwerk te verrig en om oortyd te werk
- Moet oor die vermoë beskik om aandag aan besonderhede te gee
- Moet betroubaar wees en bereid wees om 'n vertroulikheidssooreenkoms te onderteken
- Geen kriminele rekord

PLIGTE

- Monitor verskeie CCTV monitor panele vir spesifieke insidente tydens elke skof
- Teken enige oortreding wat op die skerm voorkom in die voorvalle register aan
- Meld enige voorval aan die onmiddellike toesighouer of relevante departement
- Teken die reaksietyd van die voertuig aan op die gerapporteerde voorval / misdad reageer vir statistiese doeleindes.
- Maak seker dat die kameras doeltreffend gemonitor en telefoonoproepe dadelik beantwoord word en klagtes / insidente effektief, aangespreek word.
- Voorsien die nodige administratiewe ondersteuning.

NAVRAE: ME L VAN DER WALT (044) 801 6374

Die Raad oorweeg alle aansoeke in terme van sy Diensbillikheidsplan, wat erkenning verleen aan die dringende behoefte om die demografiese samestelling van die personeelkorps te diversifiseer, veral met die oog op die aanstelling van geskikte kandidate uit die aangewese/onderverteenwoordigde groepe. Gunsverwing met die doel om aangestel te word, sal u outomaties vir die pos diskwalifiseer.

Indien u aan die pos vereistes voldoen, stuur 'n volledige CV en dekbrief en aansoekvorm, verkrygbaar by die kantoor: MenslikeHulpbronne, Burgersentrum, Yorkstraat, George of www.geoege.gov.za. Rig u aansoek aan: DieAdjunk-Direkteur: Menslike Hulpbronne, Posbus 19, George, 6530 of via e-pos: cameramonitors@george.gov.za

Let wel: Heg asseblief gesertifiseerde afskrifte van hoogste opvoedkundige kwalifikasies aan u aansoek. **Meld asseblief duidelik op u aansoek die verwysings nommer en pos waarvoor u aansoek doen.** U aansoek sal onderwerp word aan verifikasie van kwalifikasies asook krediet en/of kriminelerekord ondersoek.

Elke pos moet op 'n afsonderlike aansoekvorm ingevul word. Laat aansoeke of aansoeke per faks sal nie aanvaar word nie. Indien u nie binne 3 maande na die sluitings datumvir 'n onderhoud genooi word nie, kan u aanvaardat u aansoek onsuksesvol was.

DIE RAAD BEHOU DIE REG VOOR OM NIE 'N AANSTELLING TE MAAK NIE
SLUITINGS DATUM: 26 NOVEMBER 2021