SIYANCUMA MUNICIPALITY

INTERNAL / EXTERNAL ADVERTISEMENT

NOTICE: 04/2026-2027

Siyancuma Municipality, an equal opportunity, affirmative action employer with its headquarters in Douglas, subscribes to the principles of employment equity and actively promotes representation in terms of race, gender and disability. Applications are currently invited for the following career opportunities:

Vacancy: **Process Controller Class 3 (Douglas) x 1**
Task: **T 6**
Basic Salary: R 168 288 - R 245 976 PA (Plus benefits: Pension fund, Medical Aid scheme, housing subsidy, 13th cheque)

QUALIFICATIONS AND EXPERIENCE

- Grade 12 / Matric with N3 Water and Waste Water or core unit Standards from appropriate NQF 3 with National Diploma in water care or related environmental science/chemical discipline
- Plant Operators Certificate e.g WISA Training
- Supervision Certificate (short course
- Registered as Class 4 Process Controller as per Regulation 2834 or its amendment or eligible Class 3 with the Department of Water and Sanitation
- Must have a strong knowledge of treatment technologies
- Valid Code B driver's license
- Required to work shifts
- Computer Literacy
- 3-5 years' experience

JOB PURPOSE

Monitors and controls the key performance areas and specific outcomes associated with the Environmental Quality (Water /Waste Water Treatment Works) section through attending to the purification, monitoring and regulation of waste/water flow; performing and analyzing laboratory tests; supervising plant/pump station operations by executing approved corrective measures to address deviations and, attending to the removal and disposal of debris from component and/or operating sections of the plant.

Adhere strictly to OHS Act regulations, ensuring correct handling and storage of hazardous chemicals such as chlorine gas, polymers, and lime.

DUTIES

SEWAGE TREATMENT WORKS PROCESS CONTROL
SEWAGE PLANT OPERATIONS – MONITORING & CONTROL

Monitors the execution of specific applications related to the operation of the Sewage Water Treatment Plant by:

- Monitoring of Sampling and analyses of Wastewater samples, Chemical and Bacteriological and ensure that deviation is addressed accordingly;
- Opening/ closing valves to specific limits to control levels and regulate flow from/to storage units.
- Conducting tests of samples using specific apparatus and equipment, referring to specifications to determine deviation, reporting outcomes and proceeding with corrective measures;
- Adjusting mechanical control settings to regulate chemical levels to enable destruction of bacteria and/ or activating/ deactivating pumps to commence/ stop the movement of treated/ untreated water or wastewater.
- Attending to the process control of flocculation channels, sedimentation units, DAF Plant/Ozone Plant, C12 gas, etc.
- Performing first line maintenance of pumps and machinery (i.e. greasing, cleaning of non-return valves, minor maintenance works, etc.);
- Communicating with the immediate superior, transmitting information on plant condition, performance and outcomes and/ or executing specific instructions to address deviations or disruption to process.
- Logging specific activities/ outcomes associated with process in registers, indicating time, incident or occurrence and action, and forwarding updated records for verification and approval;
- Monitoring and requisition of chemicals &other consumables required on purification plant;
- Processing and monitoring by visual inspection and data analysis and correct deviation of flocculation channels, sedimentation, filtration, disinfection, distribution and telemetry systems;
- Verifying that water quality standards meet SANS 241;
- Checking, monitoring and reporting all infrastructural malfunctioning i.e. mechanical, electrical and Civil
- Performing and analyzing laboratory tests to determine the quality of drinking water.

GENERAL FUNCTIONS
PLANT HOUSEKEEPING / CLEANING

Monitors the cleaning of operating units and attends to the disposal of waste by;

- Attending to the safekeeping of hand tools and/ or apparatus used in the process, applying laid down instructions and guidelines to avoid theft or loss.
- Monitoring the removal of sludge from the treatment plants and verifying the safe loading and transit

SUPERVISION AND CONTROL

Coordinates and control the tasks/activities of the general workers and allocates and prioritizes outcomes by;

- Attending to deviations in performance or disciplinary /conflict issues and counselling personnel to correct /adjust behavior prior to applying laid down disciplinary procedure.
- Providing guidelines and specific instructions to personnel with respect to the preparation of operations/process controlling.

COMMUNICATIONS

Communicates technical operational information on outcomes, current developments, problems and constraints by:

- Reporting any problems to the immediate Supervisor accurately and timeously and record in daily diary.
- Communicating with the immediate superior, transmitting information on plant condition, performance and outcomes and or executing specific instructions to address deviations or disruption to process

ADMINISTRATION AND CONTROL

Performing specific administrative and reporting requirements associated with the key performance and result indicators of the functionality by;

- Recording and logging of meter readings of the reservoir raw and final water.
- Logging specific activities/outcomes associated with operating process in registers, indicating time, incident or occurrence and action, and forwarding updated records for verification and approval;
- Preparing of monthly reports and submitting to the immediate superior.

PRESSURE/STRESSES

The following pressure/stresses are inherent in the job:

Mental Pressures

- Processing and monitoring by visual inspection and data analysis and correct deviation of flocculation channels, sedimentation, filtration, disinfection, distribution and telemetry systems.
- Monitoring of Sampling and analyses of Wastewater samples, Chemical and Bacteriological and ensure that deviation is addressed accordingly.

Physical Pressures

- Carrying items: Tools and laboratory testing apparatus during water treatment functions.
- Working in all weather conditions: While performing the functions of the post.

Peak Periods

- Month end 26th – 29th : compiling monthly reports for submission to the immediate supervisor/artisan: assistant: water treatment works

PHYSICAL REQUIREMENTS OF THE POST

Specific physical attributes, which can become essential for the execution of tasks/ duties

inherent in the job design, necessitates that the incumbent be physically fit and able bodied

SPECIAL CONDITIONS ATTACHED TO THE POST

Overtime work could become necessary during peak periods

PLEASE NOTE THAT RESIDENTS OF SIYANCUMA MUNICIPAL AREA WILL RECEIVE PREFERENCE FOR THE ABOVE MENTIONED POSTS

NB: For full details of the advertisements, applicants are requested to visit the municipal website: www.siyancuma.gov.za

Interested persons are requested to forward application form together with a comprehensive CV (applications without the application form will not be considered) and certified copies of qualifications to the Municipal Manager.

Enquiries can be directed to the Human Resources Practitioner, Mr. M. Morobeng at 053 298 1810.

Closing Date: **25 November 2026 16:30**

Physical address:

Municipal Manager
Siyancuma Municipality
P.O Box 27
DOUGLAS
8730

Siyancuma Municipality
13 Charl Cilliers Street
Civic Centre
Registry Office
DOUGLAS



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Mr. Madoda Vilakazi
Municipal Manager