



OVERSTRAND MUNICIPALITY

JOB APPLICATION PORTAL (JAP)

JOBS ADVERTISED EXTERNAL

HOW TO APPLY



Go to VACANCIES

The screenshot shows the navigation menu of the Overstrand Municipality website. The header includes the logo with the text 'Munisipaliteit • U-Masipala • Municipality' and 'OVERSTRAND' above a whale illustration. On the right, there is a '24-Hour Emergency' link. The main navigation bar contains 'HOME', 'ABOUT US', 'DOCUMENTS', 'MEDIA', 'SURVEYS', and 'INVEST'. Below this, there are three columns of links: 'Administration', 'Council', and 'Overstrand Profile'. The 'Administration' column lists: Organisation overview, Community Services, Municipal Manager, Finance, Infrastructure & Planning, Management Services, Protection Services, and Economic Development and Tourism. The 'Council' column lists: Overview, Councillors, Mayoral Committee, Speaker, Ward Councillors, Proportional Representative Councillors, and Ward Committees. The 'Overstrand Profile' column lists: Public Facilities, Tourism, Awards, Contact Us, Libraries, Caravan Parks / Camping, and Vacancies.

Open → www.overstrand.gov.za

Select → [About us](#)

Select → [Vacancies](#)

Select to APPLY

Municipaliteit • U-Masipala • Municipality

OVERSTRAND

24-Hour Emergency line: 028 313 8000/8111
(week days and over weekends)
Fire Brigade: 028 312 2400

HOME ABOUT US DOCUMENTS MEDIA SURVEYS INVESTMENTS CONTACT US

Vacancies

TO APPLY FOR A VACANCY ONLINE PLEASE SELECT THE **Apply** BUTTON NEXT TO THE VACANCY - please note only vacancies for which you can apply online will have the Apply option.

Documents

HR Practitioner Employee Wellness WC0329846 (381 downloads) New Popular	26 Oct 2022	View (pdf, 103 KB)		Apply
Senior Clerk Employee Relations WC0329850 (468 downloads) New Popular	26 Oct 2022	View (pdf, 103 KB)		Apply
Superintendent: Water and Sewerage (226 downloads) New Popular	26 Oct 2022	View (pdf, 198 KB)		Apply
Senior Library Assistant Kleinmond (258 downloads) Popular	25 Oct 2022	View (pdf, 234 KB)		Apply
Library Assistant Kleinmond (294 downloads) Popular	25 Oct 2022	View (pdf, 210 KB)		Apply
Advert Librarian WC0320256 (983 downloads) Popular	13 Oct 2022	View (pdf, 104 KB)		Apply
Artisan Assistant (X2) (1339 downloads) Popular	12 Oct 2022	View (pdf, 216 KB)		Apply

View



Job Advertisement/s

Select Job to



Apply

Register (Create Account) or LOG-IN

Available jobs

Process to apply

Get started
Start by creating your profile and entering all your relevant details

[Sign Up](#)

First Time User → Register

Already Registered? → Log in

OVERSTRAND

Create account

Name

Surname

Mobile phone number

Email address

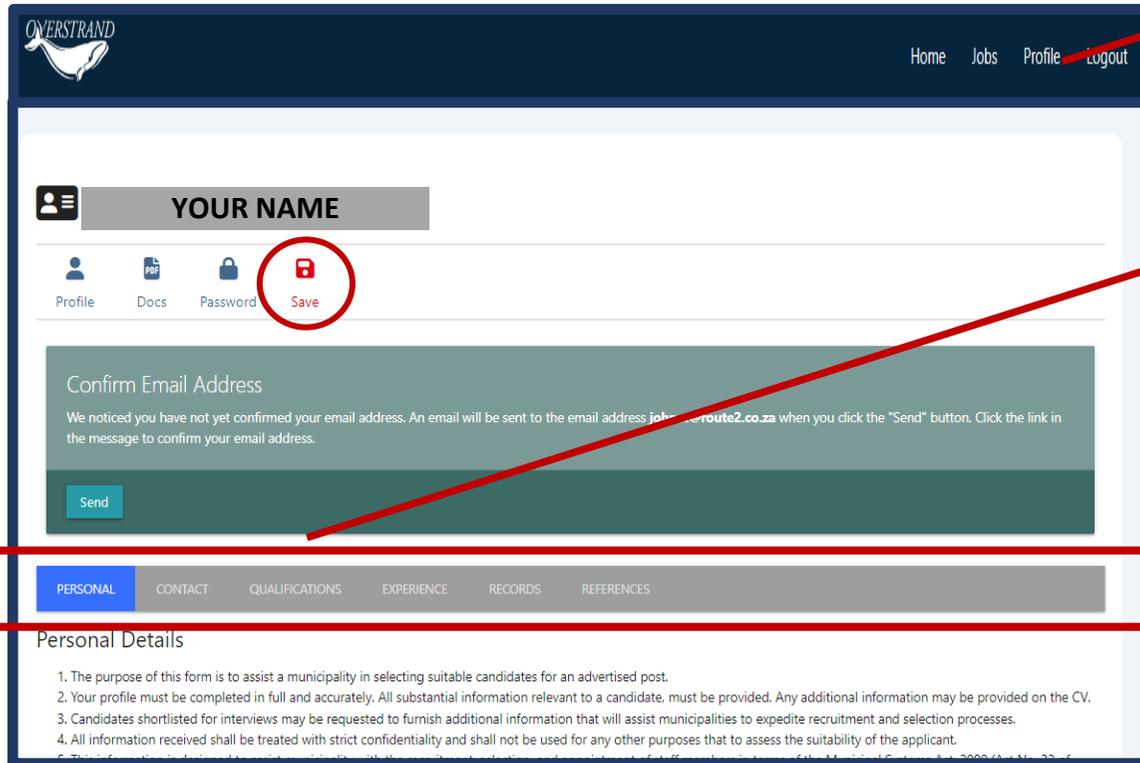
Password

Confirm password

I agree to the [Terms of Service and Privacy Policy](#)

[Create](#)

Create/Update your PROFILE



Go to → Profile

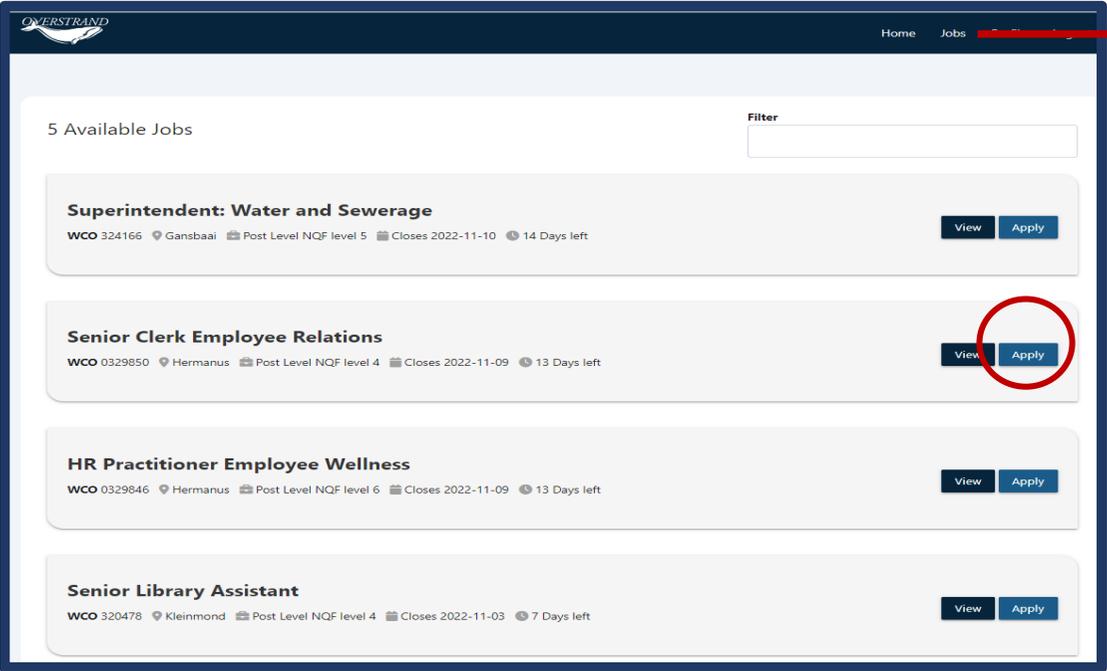
Complete → All information on each tab & SAVE

SAVE → As you complete remember to Save

Personal Details

1. The purpose of this form is to assist a municipality in selecting suitable candidates for an advertised post.
2. Your profile must be completed in full and accurately. All substantial information relevant to a candidate, must be provided. Any additional information may be provided on the CV.
3. Candidates shortlisted for interviews may be requested to furnish additional information that will assist municipalities to expedite recruitment and selection processes.
4. All information received shall be treated with strict confidentiality and shall not be used for any other purposes that to assess the suitability of the applicant.
5. This form is provided to assist in the recruitment process for the recruitment of 15 employees of the Municipality of the Metropolitan Area of Johannesburg.

APPLY for a Job



Once Profile  Click on Jobs completed

Click  Apply

Complete the Job Application

JOB APPLICATION

WCO# 324166

TOWN	POST DESIGNATION	POST LEVEL	SALARY
Gansbaai	Superintendent: Water and Sewerage	NCF level 5	358320

OFFERS	CLOSURE	RESPONSIBLE PERSON
2022-10-26	2022-11-10	Debraine Dahl

REQUIREMENTS

Application Form | Computer Literacy MS Office | CV | Grade 12 or equivalent technical qualification | RSA Identity Document | Trade Test certificate as Artisan (Plumber) | Valid Code B driver's license without restrictions

NOTES

Requirements: Grade 12 or equivalent technical qualification * Computer Literacy MS Office * Trade Test certificate as Artisan (Plumber) * Code B driver's license with no restrictions * Communication skills in at least two of the three official languages of the Western Cape

IMPORTANT!
An accurate and completed profile is crucial to the success of your application.
Documents outstanding: 6

1. Application Form

A completed and signed application form is mandatory for all applications. English Afrikaans

Please download the application form (English or Afrikaans) and complete.
Once completed, upload the form below under "Application Form".

2. Required Documents

The following documents are required for your application process.
Files with the following extensions are allowed: pdf, jpg, jpeg, png

REQUIREMENT	UPLOADED	
Application Form	N	<input type="button" value="Upload"/>
Computer literacy MS Office	N	<input type="button" value="Upload"/>
CV	N	<input type="button" value="Upload"/>
Grade 12 or equivalent technical qualification	N	<input type="button" value="Upload"/>
RSA Identity Document	Y	<input type="button" value="Replace"/>
Trade Test certificate as Artisan (Plumber)	N	<input type="button" value="Upload"/>
Valid Code B driver's license without restrictions	N	<input type="button" value="Upload"/>

STATUS: Documents outstanding: 6

If you meet all the requirements you can click here to

Profile



Make sure your profile is complete

Application form



Select
Print
Complete
Scan and Attach

Requirements



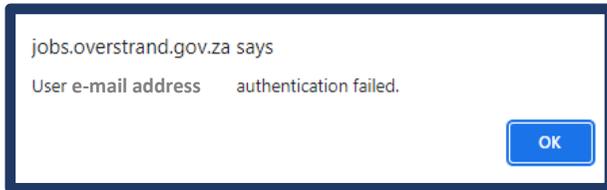
Upload

Apply



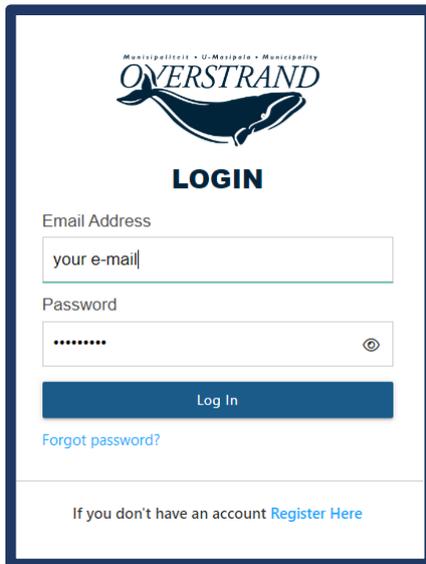
You can only apply once all documents are uploaded, and your profile is complete.

Log-in Problems?



Incorrect Password

Make sure your profile is complete



Reset Password

Select Forgot password and follow the prompts
