

COMMUNITY SERVICES

DRAFT 2019-2020 ORGANOGRAM-COMMUNITY SERVICES DEPARTMENT

Total Number of posts=71
 Filled=42
 Vacant=29
 Interns=2

DEPARTMENT: COMMUNITY SERVICES

PURPOSE: TO MANAGE COMMUNITY SERVICES

FUNCTIONS:

1. Provide waste and environmental management services
2. Provide sport, recreation, arts and culture facilitation and development services
3. Provide institutional and social development services
4. Provide road traffic management services

X1 Senior Manager(filled)

X1 Admin Assistant (Filled)

DIVISION: COMMUNITY AND SOCIAL SERVICES

PURPOSE: TO PROVIDE SPORTS & RECREATION,DISASTER MANAGEMENT SERVICES
 FUNCTIONS:

- 1.Co-ordinate arts and culture activities
- 2.Co-ordinate disaster management services with District Municipality
- 3.Co-ordinate and support Council and various sport federations' sporting activities

X1 MANAGER: COMMUNITY AND SOCIAL SERVICES (vacant)

X1 Sports and Recreation Officer (filled)

X1 Arts & Culture Officer(filled)

X1 Librarian(filled)

X6 Library Assistant (x3 filled) (x3 vacant)

X1 Disaster Management Officer(filled)

x1 Admin Clerk (Filled)

DIVISION: ROAD TRAFFIC MANAGEMENT SERVICES AND LICENSING

PURPOSE: TO PROVIDE ROAD TRAFFIC MANAGEMENT SERVICES
 FUNCTIONS:

1. Render traffic law enforcement services
2. Provide a motor vehicle registration and licensing / authority (MVRA) service
3. Provide a vehicle roadworthy testing service
4. Provide a drivers' license testing service
5. Ensure road safety promotion

X1 MANAGER :ROAD TRAFFIC MANAGEMENT SERVICES AND LICENSING(filled)

DIVISION: ENVIRONMENTAL & WASTE MANAGEMENT SERVICES

PURPOSE: TO PROVIDE ENVIRONMENTAL & WASTE MANAGEMENT SERVICES
 FUNCTIONS:

- 1.Provide waste management services (solid waste, refuse removal, landfill sites)
2. Provide environmental management services

X1 MANAGER ENVIRONMENTAL & WASTE MANAGEMENT SERVICES(filled)

X1 Environmental & Waste Management Officer (Vacant)

X1 Compactor Operator(Vacant)

X1 Landfill Supervisor(Vacant)

X4 Drivers (2 filled) (X2 Vacant)

X4 General Workers(Vacant)

DIVISION: ROAD TRAFFIC MANAGEMENT SERVICES

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PURPOSE: TO PROVIDE ROAD TRAFFIC MANAGEMENT SERVICES FUNCTIONS: 1. Render traffic law enforcement services 2. Provide a motor vehicle registration and licensing / authority (MVRA) service 3. Provide a vehicle roadworthy testing service 4. Provide a drivers' license testing service 5. Ensure road safety promotion
X1 MANAGER :ROAD TRAFFIC MANAGEMENT SERVICES AND LICENSING(filled)

SUB-DIVISION: REGISTERING AUTHORITY
PURPOSE: TO PROVIDE ROAD TRAFFIC MANAGEMENT SERVICES FUNCTIONS: 1. Provide a motor vehicle registration and licensing / authority (MVRA) service 2. Provide a vehicle roadworthy testing service 3. Provide a drivers' license testing service
x2 Chief Licensing Officers(x2filled)

SUB-DIVISION: ROAD TRAFFIC LAW ENFORCEMENT
PURPOSE: TO RENDER ROAD TRAFFIC LAW ENFORCEMENT SERVICES FUNCTIONS: 1. Provide and manage road traffic law enforcement field services 2. Provide road traffic law enforcement administrative services
X1 Chief Traffic Officer (filled) 2X SUPERINTENDENTS(vacant) X18 Traffic Officers (x13filled) (X5 vacant) X6 TRAFFIC WARDENS(vacant) X1 Admin Officer and Traffic Management (filled)

SECTION: VEHICLE ROADWORTHY TESTING
PURPOSE: TO PROVIDE MOTOR VEHICLE ROADWORTHY TESTING SERVICE,VEHICLE REGISTRATION AND LICENSING SERVICE FUNCTIONS: 1. Provide a motor vehicle roadworthy testing service 2. Provide a motor vehicle registration and licensing / authority (MVRA) service
x1 Examiner of Vehicles(vacant) x2 Assistant Examiners(filled)

SECTION: DRIVERS'LICENSES TESTING
PURPOSE: TO PROVIDE DRIVERS'LICENSE TESTING SERVICES FUNCTIONS: 1. Provide a drivers' license testing service
x2 Management Representative (Filled) X8 Examiner of Drivers Licenses(x5 filled & 3 vacant) X2 Help desk clerks(filled)