

# 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

<b>DIVISION: ROAD TRAFFIC MANAGEMENT SERVICES AND LICENSING</b>
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
<b>X1 MANAGER :ROAD TRAFFIC MANAGEMENT SERVICES AND LICENSING(filled)</b>

<b>SUB-DIVISION: REGISTERING AUTHORITY</b>
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
<b>x2 Chief Licensing Officers(x2filled)</b>

<b>SUB-DIVISION: ROAD TRAFFIC LAW ENFORCEMENT</b>
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
<b>X1 Chief Traffic Officer (filled)</b> <b>2X SUPERINTENDENTS( vacant)</b> <b>X18 Traffic Officers (x13filled) (X5 vacant)</b> <b>X6 TRAFFIC WARDENS(vacant)</b> <b>X1 Admin Officer and Traffic Management (filled)</b>

<b>SECTION: VEHICLE ROADWORTHY TESTING</b>
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
<b>x1 Examiner of Vehicles(vacant)</b> <b>x2 Assistant Examiners(filled)</b>

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