

Address of Registered Office:

Old Government Printers
No.5 Textile Road
Vulindlela Heights
Mthatha
5100

Postal Address:

P.O Box 1134
Mthatha, 5100



Tel : +27 (0) 47 531 0346

Fax: +27 (0)47 531 4121

E-Mail : info@ntinga.org.za

Website : www.ntinga.org.za

Internal & External Advertisement:

Ntinga O.R. Tambo Development Agency SOC Ltd (Ntinga is a Municipal Entity of the O.R. Tambo District Municipality(a Grade 5 municipality). The mandate includes delivery of Potable Water Supply Systems and Domestic and Industrial Waste-water and Sewage Disposal Systems; responsibility for Fresh Produce Markets, farms and Abattoir; Local Tourism Promotion; Municipal Public Works; Taxes, Levies and Duties collection; and Discretionary Activities. It is also responsible for Trade and Investment Promotion in the District.

The Entity is looking for suitably qualified and experienced candidate to fill the following position:

1. **Security Officer
(Permanent)
Salary Grade A1 (Paterson Grading System)**

Key Performance Areas

- Control the entry/exit of personnel/ visitors from the premises and/or checking vehicles;
- Record registration and driver details in the gate control register;
- Provide defence against disruption of production, misuse of Ntinga's property and theft;
- Conduct visuals checks to establish entrances to the building are secured during the night or day;
- Patrol the area and identify any deviations or breaches to security procedures (parameter lights not switched on, security gates not closed etc.); and
- Ensure that Ntinga premises are properly secured and in good order.

Requirements:

- Grade 8 + Grade E, D, C Security training - PSiRA certification (Private Security Industry Regulatory Authority);
- 1-2 years' experience as a Security Guard

Kindly forward your application, CV, certified copies of qualifications, ID and driver's license to: **Ms.Olwethu Gangata (HR Officer)** Ntinga O.R. Tambo Development Agency, SOC Ltd No.5 Textile Road, Vulindlela Heights, Southernwood Adjacent to Pick & Pay Store, Mthatha 5099: **or Post to P.O. Box 1134 Mthatha, 5099.** Failure to submit any of the documents listed above will result in disqualification of your application. Faxed and emailed applications will not be considered

Ntinga O.R. Tambo Development Agency SOC Ltd: A Municipal Entity of the O.R. Tambo District Municipality (Reg. 2016/272582/30)
Directors: Mr. S.E. Mase (Chairperson); Prof. L.Y. Majova-Songca; Ms. U.N. Mkize; Mr. M.Msiwa; Dr. L.L. Ndabeni; Ms. N.S.N. Bam; Dr. N.T. Ndudane;
Ms. N.D.A. Ngewu; Mr. M.M. Pupuma; Mr. L.Mbiko (Acting CEO)
Company Secretary: Ms. N. Mningiswa

Ntinga O.R. Tambo Development Agency, SOC Ltd is an equal opportunity employer, people with disabilities and women are encouraged to apply. The Board reserves the right not to continue with the interviews and appointment if it feels no suitable candidate could be found. If you do not hear from us within 30 days after the closing date, you may regard your application as unsuccessful.

Enquiries: Ms. Olwethu Gangata: Tel: 047 531 0346.

Closing date: 12/07/2019 at 15H00.



L.MBIKO
ACTING CHIEF EXECUTIVE OFFICER