



Molemole Municipality

Molemole Local Municipality invites applications from suitably qualified candidates to fill vacant positions within its establishment. Molemole Local Municipality is an equal opportunity and Affirmative Action Employer. Persons designated in terms of applicable legislations as Historically Disadvantaged South Africans as well as people with disabilities are encouraged to apply:

DEPARTMENT: COMMUNITY SERVICES

Position: **Traffic Officer X2**

Task Grade Level: 09

Annual Basic Salary: R154 704.62 – R 162

208.84 per annum (Plus Applicable Benefits)

Minimum requirements: Grade 12 Certificate plus Traffic Diploma, A valid Code B Driver's license, One (1) year relevant experience, clear criminal record.

Position: **Disaster and Environmental Officer**

Task Grade Level: 12

Annual Basic Salary: R 242 765.24 – R 254

552.67 per annum (Plus Applicable Benefits)

Minimum requirements: Grade 12 Certificate plus National Diploma in Environmental Management/ Health. A valid Code B driver's license. Two (2) years relevant experience; Knowledge of relevant legislation applicable to Disaster and Environmental management, excellent computer skills. Effective Communication, inter-personal, negotiation, facilitation and conflict management skills.

DEPARTMENT: BUDGET AND TREASURY

Position: **Internship x2 (Financial Management)**

Duration: 24 Months fixed term contract

Annual Basic Salary: R100 000.00

Minimum requirements: Grade 12 Certificate plus B.Com degree or National Diploma in Accounting / Financial Management / Cost and Management Accounting or equivalent. Good communication skills, Computer literacy.

DEPARTMENT: MUNICIPAL MANAGER

Position: **Internal Audit (Risk based Audit)**

Task Grade Level: 12

Annual Basic Salary: R 242 765.24 – R 254

552.67 per annum (Plus Applicable Benefits)

Minimum requirements: Grade 12 Certificate plus B.Com Degree or National Diploma Auditing, Accounting Risk Management or equivalent. A valid Code B driver's license. Two (2) years relevant experience; Knowledge of relevant legislation applicable to risk management; knowledge of risk management processes & techniques, knowledge of local government legislation, Excellent computer skills. Effective Communication, inter-personal, negotiation, facilitation and conflict management skills.

DEPARTMENT: CORPORATE SERVICES

Position: **Internship (Administration X2)**

Duration: 12 Months

Monthly Stipend of: R 3 000.00

Minimum Requirements: Grade 12 Certificate plus B Com Degree/ National Diploma Public Administration, Office Management or relevant

equivalent, Good Communication & Inter-personal Skills and Computer Literacy.

DEPARTMENT: LOCAL ECONOMIC DEVELOPMENT & PLANNING

Position: **Internship (Town & Regional Planning)**

Duration: 12 Months

Monthly Stipend of: R 3 000.00

Minimum Requirements: Grade 12 Certificate plus B Degree or National Diploma in Town & Regional Planning / Urban and Regional Planning or relevant equivalent, Good Inter-personal & Communication and Computer Skills.

Position: **Internship (Integrated Development Plan) (IDP)**

Duration: 12 Months

Monthly Stipend of: R 3 000.00

Minimum Requirements: Grade 12 Certificate plus B Degree or National Diploma in Planning/ Public Administration/ Administration or relevant equivalent tertiary qualification. Good inter-personal & Communication and Computer Skills.

DEPARTMENT: TECHNICAL SERVICES

Position: **Technician – (Roads and Storm Water)**

Task Grade Level: 12

Annual Basic Salary: R 242 765.24 – R 254

552.67 per annum (Plus Applicable Benefits)

Minimum requirements: Grade 12 Certificate plus National Diploma in Civil Engineering or equivalent NQF level 7; Valid Driver's license code B; 2 years' relevant experience in Technical services field; Management and Communication skills; Good Inter-personal skills; Problem solving skills; Negotiation skills; Excellent Computer skills; Management/ Supervisory skills.

Position: **Internship (Water and Sanitation)**

Duration: 12 Months

Monthly Stipend of: R 3 000.00

Minimum Requirements: Grade 12 Certificate plus B Degree/ National Diploma in Water Sanitation/ Water Care/ Civil Engineering/ Tertiary equivalent qualification at NQF Level 5. Report writing, Effective Communication. Excellent Inter-personal skills. Computer Skills.

Position: **Internship (Roads and Storm Water)**

Duration: 12 Months

Monthly Stipend of: R 3 000.00

Minimum Requirements: Grade 12 Certificate plus B Degree/ National Diploma in Civil Engineering/ Tertiary equivalent qualification at NQF Level 5. Report writing, Effective Communication. Excellent Inter-personal skills. Computer Skills.

IMPORTANT INFORMATION FOR APPLICANTS TO TAKE NOTE OF:

Forward your applications to:

The Municipal Manager; Molemole Local Municipality; Private Bag X 44; Dendron; 0715 or deliver to 303 Church Street; Dendron or Molemole Local Municipality Morebeng Branch Office; 25 Cnr. Roets & Viviers Street; Soekmekaar.

Applications must be accompanied by a signed covering application letter, a comprehensive CV and originally certified copies of: identity document, driver's license (where applicable) and qualifications. Applications without the above will not be considered and will be disqualified. Molemole Local Municipality reserves the right to / not to make appointments. If no response is received from Molemole Municipality Ninety (90) days after the closing date, it must be regarded that your application was unsuccessful. Correspondence regarding the advertised positions will be limited to successful candidates only.

- NB: 1. Candidates will be subjected to personnel suitability checks including qualifications, employment, credit, criminal records, company ownership / directorship and reference checks.
2. Faxed, E-Mailed and Z83 applications will not be accepted and will be disqualified.
3. Applications received after the closing date and time will not be considered.
4. Fraudulent qualifications or documentation will immediately disqualify an applicant.
5. Direct or indirect canvassing for preferential treatment will lead to immediate disqualification of the relevant applicant.
6. Applicants who have previously participated in internship within Public Service or Local Government sector will not be considered.
7. Candidates with foreign qualifications should attach SAQA evaluation reports with the applications.

Enquiries on the above should be directed to Mr. RB Ramohlale at 015 501 0243/44.

CLOSING DATE FOR APPLICATIONS IN RESPECT OF ALL POSITIONS IS:
Friday 27 February 2015 at 16h00.