

GREATER LETABA MUNICIPALITY

P.O Box 36, Modjadjiskloof, 0835, Tel (015) 309 9246/7/8,
Fax (015) 309 9419, Email:greaterletaba@glm.gov.za



RE-ADVERTISEMENT

Greater Letaba Municipality invites suitably qualified candidates to apply for the following positions:

Candidates who applied previously must **re-apply**.

MUNICIPAL MANAGER'S OFFICE

ASSISTANT DIRECTOR: PERFORMANCE MANAGEMENT SYSTEM

Salary : R523 334.53 per annum (Excluding benefits)

Requirements: An NQF level 6, relevant B-Degree / Public Administration/HRM or equivalent. A minimum of three (03) years relevant supervisory experience.

Purpose of the job: Manage and control key performance targets of the municipality and personnel. Manages and provides a professional consulting/ advisory service at a localized level on implementation of an effective Performance Management System. Support the coordination, development and review of Integrated Development Planning of the municipality in line with legislative requirements.

DRIVER: SPEAKER

Salary: R282 241.06 p.a. (excluding benefits)

Requirements and competencies: Grade 12 or ABET qualification. A valid driver's license. At least 2 years relevant experience.

Purpose of the job: Drive the Speaker to designated areas: meetings and workshops in and outside the municipal boundary. To carry out the activities regarding the transportation of the Speaker.

TECHNICAL SERVICES DIRECTORATE

SUPERINTENDENT: WATER AND SANITATION

Salary: R319 486.20 per annum. (Excluding benefits)

Requirements: A Degree /National Diploma in Civil / Water Engineering qualification or equivalent. Valid driver's license is an essential requirement and computer literacy. At least three years' relevant experience.

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Purpose of the job: Manage and monitor infrastructural sections. Co-ordinate and control the operational functionality of the water and sanitation system of the municipality to ensure that sustainable services are delivered through trustworthy and well-maintained infrastructure.

SUPERINTENDENT: ROADS

Salary: R319 486.20 per annum. (Excluding benefits)

Requirements: A Degree /National Diploma in Civil Engineering qualification or equivalent. At least three years' relevant experience.

Purpose of the job: Manage and monitor infrastructural sections. Co-ordinate and control the operational functionality of the roads infrastructure system of the municipality to ensure sustainable services are delivered through trustworthy and well-maintained infrastructure.

SUPERINTENDENT: BUILDING

Salary: R319 486.20 per annum. (Excluding benefits)

Requirements: A Degree /National Diploma in Building Sciences qualification or equivalent. At least two to Three years' relevant experience.

Purpose of the job: Manage and monitor infrastructural sections. Co-ordinate and control the operational functionality of buildings of the municipality to ensure sustainable services are delivered through trustworthy and well-maintained infrastructure.

BUDGET AND TREASURY OFFICE

ASSISTANT DIRECTOR: BUDGET AND REPORTING

Salary : R523 334.53 per annum (Excluding benefits)

Requirements: An NQF level 6, relevant B-Degree in Cost and Management Accounting/Financial Accounting/Financial Management or equivalent. A minimum of three (3) years relevant supervisory experience. Knowledge of local government legislations. Minimum Competency Level Certificate in terms of the Municipal Regulations on Minimum Competency Levels will be an added advantage.

Purpose of the job: Manages the municipal financial planning and reporting. Co-ordinates and supervise the Budget and Reporting processes, aligning procedures, systems and controls, executing applications to enhance service delivery.

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CHIEF ADMIN OFFICER: SUPPLY CHAIN MANAGEMENT

Salary : R444 429.79 per annum (Excluding benefits)

Requirements: An NQF level 6, relevant B-Degree Supply Chain Management / Accounting or equivalent. A minimum of two (02) years' experience. Minimum Competency Level Certificate in terms of the Municipal Regulations on Minimum Competency Levels will be an added advantage.

Purpose of the job: Co-ordinates and supervise the Supply Chain Management processes, aligning procedures, systems and controls, executing applications to enhance service delivery.

ACCOUNTANT: EXPENDITURE

Salary : R444 429.79 per annum (Excluding benefits)

Requirements: An NQF level 6, relevant B-Degree in Accounting or equivalent. At least two (02) years' relevant experience. Minimum Competency Level Certificate in terms of the Municipal Regulations on Minimum Competency Levels will be an added advantage.

Purpose of the job: Coordinate the day to day management and control of the municipal expenditure.

COMMUNITY SERVICES DEPARTMENT

SUPERINTENDENT: LAW ENFORCEMENT

Salary: R319 486.20 per annum (Excluding benefits)

Requirements: Requirements: A Traffic Diploma or equivalent. A minimum of three (3) years relevant supervisory experience. A clean criminal record.

Purpose of the job: Ensure adherence to traffic law enforcement and flow.

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ENVIRONMENTAL OFFICER

Salary: R282 241.06 per annum (Excluding benefits)

Requirements: National Diploma/Bachelor 's Degree in Environmental Sciences / Management. Computer literacy, sound communication skills, negotiation skills. Minimum two (02) years relevant experience.

Purpose of the job: Operation of environmental, waste management, parks and cemeteries. Implement Community Services Strategy with respect to service delivery.

EXAMINER

Salary: R282 241.06 per annum (excluding benefits)

Requirements: Traffic Officer's Diploma/ Diploma as Examiner for Driving Licences Grade B. Code EC Driving Licence. Registration certificate as an examiner for driving licence. No criminal records. 2 years relevant experience.

Purpose of the job: Perform activities associated with the examination, testing and issuing of learner and driving licenses and road worthiness certification through the application of laid down assessment and inspection procedures.

TRAFFIC OFFICER

Salary: R241 862.06 per annum (Excluding benefits)

Requirements: Basic Traffic Diploma, A valid driver's license, At least two to three years' relevant experience.

Purpose of the: Manage the flow of traffic during peak periods, special events or at an accident scene. Monitor the flow of traffic and assist in easing in delays. Help to redirect traffic to less congested areas. Facilitate the removal of cars obstructing the flow of traffic.

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CORPORATE SERVICES DEPARTMENT

INFORMATION COMMUNICATION TECHNOLOGY (ICT) TECHNICIAN

Salary: R282 241.06 per annum (Excluding benefits)

Requirements: National Diploma in Information Technology or Equivalent qualifications, A+, N+, MCITP, MSCA and MCSE. At least 2 years' relevant experience.

Purpose of the job: Provide first line technical support and maintenance of desktop computers, LAN and related technology. Setting up workstations with computers and necessary peripheral devices. Installing and configuring appropriate software and functions according to specifications.

DEVELOPMENT AND TOWN PLANNING DIRECTORATE.

REGISTRAR: LAND USE MANAGEMENT

Salary: R282 241.06 per annum (Excluding benefits)

Minimum Requirements: National Diploma in Town and Regional Planning. Minimum of two (02) years relevant working experience in municipal related administration of land use applications and property standards.

Purpose of the job: Record all applications as received from applicants regarding township establishments, re-zoning, removal of restrictions and applications where objections were received. Record and circulate all data as required by SPLUMA legislation.

NB. Full details of each advertised post is available in the municipal website (www.greaterletaba.gov.za). Interested individuals must fully complete GLM employment application form for employees below section 56 managers obtainable from municipal offices and website and attach Curriculum Vitae, certified copies of qualification, and ID. Short listed candidates shall be required to produce original copies of qualifications. Correspondences shall be limited to shortlisted candidates. All shortlisted candidates will be subjected to background screening checks (verification of qualifications criminal record checks and security vetting). Applicants will be penalized for canvassing.

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Greater Letaba Municipality is an equal opportunity affirmative action employer. It is our intention to promote representation (race, gender and disability) through filling of these positions as such candidates whose appointment /promotion encourages representation will receive preference. municipality The reserves the right not to fill any of the advertised position(s). Errors and Omissions excluded.

Please forward all applications to: **The Municipal Manager, Greater Letaba Municipality, P. O Box 36, Modjadjiskloof 0835**, or hand delivered at the **Municipality, 44 Botha Street, Civic Centre, Modjadjiskloof** and no faxed or e-mailed applications will be accepted.

Enquiries: Mr. Mapatha S.P or Mr. Mailula M.J @ 015 309 9246 @ Ext: 7489 & 7446

Closing date: 03 August 2020, 12H00

MUNICIPAL MANAGER
Dr.SIROVHA K.I

