



LEPELLE-NKUMPI LOCAL MUNICIPALITY

www.lepelle-nkumpi.gov.za

Lepelle-Nkumpi Local Municipality is situated in the Capricorn District Municipality of Limpopo Province. The Municipality boost great tourism development potential and also ever increasing discovery of both underground and surface mineral deposits. It is also the seat of the Limpopo Provincial Legislature and situate south east of Polokwane.

THE FOLLOWING VACANT POSTS EXISTS FOR FILLING BY SUITABLY QUALIFIED AND EXPERIENCED CANDIDATES INTERNAL AND EXTERNAL

COMMUNITY SERVICES DEPARTMENT

TRAFFIC OFFICER

Salary: R 195 869.30 per annum (excluding benefits)

REQUIREMENTS: The incumbent must be in possession of a Grade 12 certificate. Traffic Diploma coupled with two (2) years relevant experience as well as an in depth knowledge and understanding of AARTO, traffic legislation and road safety issues; Be computer literate and in possession of a valid drivers license. Must be prepared to work on shifts, overtime and under pressure. Applicants will be subjective to undergo vetting, for criminal records and if any illicit activity indentified then the applicant will not be considered for appointment.

RESPONSIBILITIES: Ensure an adequate traffic flow, controlling the traffic, Ensuring road safety by visibility patrols, Enforcement of National Road Traffic and AARTO legislation, Enforcement of speed limits, Holding of operational roadblocks, Enforcement of the Municipal By-Laws, To perform point duties, escorts and special events, attend and register the accidents, Attend to any traffic related complaint, Execute warrant of arrests / identify and report the problem that impede traffic movement

CORPORATE SERVICES

SKILLS DEVELOPMENT FACILITATOR

Salary: R 254 254.45 per annum (car and cellphone allowance applicable over and above standard municipal benefits)

REQUIREMENTS: The incumbent must be in possession of an appropriate B degree or National Diploma in Management of Training plus three (3) years relevant experience. Be computer literate.

RESPONSIBILITIES: Developing workplace skills plan and submit report to the LGSETA and assist in its implementation. Assisting in identifying and documenting training needs based on skills priorities as per Departmental objectives contained in municipality's Intergrated Development Plan. Collect all relevant data of the workforce for training and including their occupational level, age, race and gender. Conduct workforce skills audit. Compiling costs of training. Co-ordinate learnerships activities of both new and ongoing learners. Compile and submit quarterly monitoring reports to LGSETA. Facilitate and provide ABET. Co-ordinate training committee meeting.

BUDGET AND TREASURY

MUNICIPAL FINANCE MANAGEMENT INTERN (1 POST)

Salary: R 100 000.00 per annum (two year contract)

REQUIREMENTS: A three (3) year Degree / Diploma in finance. Should not have been an intern anywhere else.

RESPONSIBILITIES: To gain training and exposure in Expenditure section, Budget section, Revenue Management section and Supply Chain Management. Ensure compliance to Municipal Finance Management Act; act as compliance officer for the municipality, Ensures accurate and timeous submissions of relevant Treasury returns, reports and required documents, Use theory and content in improving the financial management systems of the municipality.

Interested individuals are kindly requested to apply in writing to the Acting Municipal Manager, Mr. N L Ramothwala Private Bag X07 Chuenespoort 0745. Application must be in the form of covering letter stating the discipline in which the applicant is applying for, an updated curriculum vitae and certified copies of qualifications. All enquiries must be directed to Ms. M V Muparutsa - 015 633 4533 and Mr. C R Mphahlele – 015 633 4522.

NB: If you do not hear from us within two months after the closing date, please accept that your application was unsuccessful and correspondence will be entered into with short listed candidates only.

FAXED AND E-MAIL APPLICATIONS ARE NOT ACCEPTABLE LEPELLE-NKUMPI IS AN EQUAL OPPORTUNITY EMPLOYER.

People from the designated group are urged to apply.

CLOSING DATE: 11 SEPTEMBER 2015