



hereby invites applications from experienced, qualified, innovative, committed, energetic individuals with vision for appointment to the following positions:

DEPARTMENT OF FINANCE: FINANCIAL MANAGEMENT INTERNS (2 years fixed contract)

Duties:
Reporting directly to the Divisional Head: Budget and Treasury, the incumbent will perform the following duties:
• Assist in the implementation of GRAP and budget reform • Developing statistical reporting module • Electronic data capturing and general financial administration • Assist in all areas of financial management within the department.

Purpose:
The project is an initiative of National Treasury's Financial Management and Budget Reform Program for the appointee to gain practical experience in local government financial management and geared towards a career in local government.

Requirements:
Must have a Bachelor's Degree / National Diploma or equivalent qualification majoring in Accounting. The applicant must also have good oral and written communication skills and be computer literate. Applicants must be from previously disadvantaged community and graduates who are unemployed. Preference will be given to Mogalakwena local residents.

Salary Scale: R 102 000.00 per annum

STORE ASSISTANT - PROCUREMENT

Duties
Reporting directly to the Stock Control Clerk, the incumbent will perform the following duties:
• Ensuring stock is received, checked and stored • Checking delivery documents against orders placed • Conduct spot checks on quantity and quality of goods received • Making follow-ups on all discrepancies in stock • Monitoring the cleanliness and orderliness of the storeroom • Performing messenger duties by delivering documents, packages and messages between the departments • Assist with stock take count • Identify and making new and obsolete stock.

Requirements:
Grade 12 and be able to read and write, computer literacy will be an added advantage and must have 1 year experience.

Salary: R 195 810, 00 – R 223 752, 00 per annum

DEPARTMENT OF ELECTRICAL SERVICES: DRIVER / TEAM SUPERVISOR

Duties:
Reporting directly to the Senior Technical Assistant, the incumbent will perform the following duties:
• Responsible for driving trucks and operating hydraulic cranes • Supervising labour teams and operators • Ensuring that work is completed and provide guidance where required • Ensuring the safety and security of staff and equipment • Driving staff to and from site • Transporting equipment's to site

Requirements:
Grade 12 plus driver's license Code C or higher and PDP, Crane Operating License. A basic in electricity will be an added advantage. 1 years' experience.

Salary Scale: R 160 251, 00 – R 176 322, 00 per annum

DEPARTMENT OF COMMUNITY SERVICES: SUPERVISOR – REFUSE REMOVAL TOWN (Ref. No. 4101CS)

Duties:
Reporting directly to the Senior Waste Management Officer - the incumbent will perform the following duties:
Supervise staff in the unit Control equipment's, tool, machinery and materials Perform driver duties.

Requirements:

Grade 12 National Certificate in Waste Management plus code 10 driver's license and public driving permit. 1 – 2 years' experience.

Salary Scale: R 260 325, 00 – R 296 184, 00 per annum

CLEANSING VEHICLE DRIVER (Ref. No. 4111CS)

Duties:
Reporting directly to the Supervisor, the incumbent will perform the following duties:
Driving the vehicle to collect and transport refuse Supervise work team by allocating work according to the work plans Report on duties by recording amount of waste loaded on tally sheets.

Requirements:

Grade 10 plus code 10 driver's license and public driving permit. 1 - 2 years' experience.

Salary Scale: R 195 810, 00 – R 223 752, 00 per annum

OPERATOR COMPACTOR

Duties:

Reporting directly to the Supervisor - Landfill, the incumbent will perform the following duties:
Construct landfill cells Manage water run off Obtain cover material Control equipment Perform any other reasonable task.

Requirements: Grade 10 plus a competent certificate for compressor or landfill equipment. 1 – 2 years' experience.

Salary Scale: R 227 685, 00 – R 255 033, 00 per annum

Closing date: 09 FEBRUARY 2024

Mogalakwena Municipality is committed to employment equity and applications from designated groups are encouraged.

NB: The language policy of the Council is English

Appointments on the above-mentioned positions will be on the competency of the Municipal Manager and no canvassing will be allowed.

**Due to high crime rate/fraud enquiries should strictly be directed to:
Ms. K Bontsi – (015) 491 9634 or Ms. S S Baloyi – (015) 491 9794**

The compulsory Mogalakwena Municipality's application form (obtainable from www.mogalakwena.gov.za or from the Mogalakwena Municipal offices) and certified copies of qualifications should be sent to The Manager: Corporate Support Services, P O Box 34, Mokopane, 0600. If there is insufficient space on the application form, a CV could be attached for additional information.

ONLY CANDIDATES WHO COMPLETE THE APPLICATION FORM IN FULL AND ATTACH CERTIFIED COPIES OF QUALIFICATIONS WILL BE CONSIDERED DURING SHORT LISTING.

PLEASE NOTE THAT FAXED OR E-MAILED APPLICATIONS WILL NOT BE ACCEPTED.

Should you not hear from us two months after the closing date you may assume that your application was unsuccessful. No further correspondence will be entered into with regard to this matter.