

ELIAS MOTSOLEDI LOCAL MUNICIPALITY

P O BOX 48  
GROBLERSDAL  
0470  
Tel: 013-262 3056



Civic Centre  
2<sup>nd</sup> Grobler Avenue  
GROBLERSDAL,  
0470

*Elias Motsoaledi Local Municipality with its seat in Groblersdal Limpopo Province subscribes to principles of employment equity and thus committed to the achievement and maintenance of equity in employment, especially with respect to race, gender and disability in the filling of these positions wherefore suitably qualified persons are hereby invited to apply for the vacancies hereunder.*

INTERNAL ADVERT

POSITION : PROPERTY RATES OFFICER  
DEPARTMENT : BUDGET AND TREASURY  
REMUNERATION : R 215 291, 00 pa (excluding employment benefits and allowance where applicable)  
DURATION : PERMANENT POST

**MINIMUM REQUIREMENTS:** National Diploma in Real Estate / Property Development and Management / Financial Management or equivalent. Two years relevant experience.

**RESPONSIBILITIES:** Conduct administrative functions to establish a Property Register (Valuation Roll-Register A) by establishing a Property Register of all property parcels within the municipality and causing it to be updated regularly, as prescribed in the Act. Coordinates the development of the supplementary valuations in the prescribed format and periods as prescribed. Perform rental determination of certain types of fixed property, or vacant leased land, etc. as requested from time to time by other directorates

POSITION : DRIVER WASTE MANAGEMENT TRUCK  
DEPARTMENT : COMMUNITY SERVICES  
REMUNERATION : R 186 735, 00 pa (excluding employment benefits and allowance where applicable)  
DURATION : PERMANENT POST

**MINIMUM REQUIREMENTS:** Grade 10, ABET Drivers' Licence (Code EC or higher), Professional Driving Permit (PrDP)

**RESPONSIBILITIES:** Collection of uncontained solid waste. Complete collection and disposal routes in a timely manner. Operate skid steer and similar equipment for lifting and placing uncontained solid waste. Transport the contents of the packer body to a predetermined site for disposal, and empty the packer body. Respond to routine customer inquiries concerning the pick-up schedules or other routine matters related to the collection and disposal of residential or commercial solid waste pick-up

POSITION : DRIVER MESSENGER  
DEPARTMENT : CORPORATE SERVICES  
REMUNERATION : R 158 192, 00 pa (excluding employment benefits and allowance where applicable)  
DURATION : PERMANENT POST

**MINIMUM REQUIREMENTS:** Grade 10 with valid Driver's License (Code 10)

**RESPONSIBILITIES:** Collect and deliver various articles or goods to the appropriate destination as per instruction. Transport Officials and guests to and from meetings, workshops, conferences and summits. Purchase day-to-day goods on behalf of the Municipality in accordance with supervisor instructions and municipal policy. Collect orders at stores.

**PLEASE NOTE:** Applications for the post must be submitted on an official application form obtainable from the Human Resources Offices / downloadable from [www.eliasmotsoaledi.gov.za/vacancies.htm](http://www.eliasmotsoaledi.gov.za/vacancies.htm). Accompanied by recently certified copies of qualifications, CV, ID Copy and Driver's License. The certified copies should not be older than 3 months. Late, faxed, e-mailed or applications not made on the official application form shall not be considered. Applicants who have not received any response within 30 days of the closing date should regard their applications as unsuccessful. The submission of applications grant the Municipality the right to conduct qualification verification, screening and/or vetting. Furnishing of dishonest information or any misrepresentation shall result in a disqualification of a candidate(s) or may lead to termination of candidate's contract of employment, if appointed. A candidate who canvasses any councilor or official for preference shall be disqualified immediately from the selection process or from appointment. It is the responsibility of the applicants in possession of the foreign qualifications to submit the evaluated results by the South African Qualifications Authority. People leaving with disabilities are also encourage to apply. The Municipality reserves the right to appoint or not to appoint for these positions. The applications must be addressed to: **The Municipal Manager, P.O BOX 48, Groblersdal, 0470 or hand delivered at 2<sup>nd</sup> Avenue Grobler Street, Groblersdal, 0470**, put in the marked Box for Vacancies. For further information or enquiries contact Mr Mafeefe Mafiri or Mr Moses Mahlangu of the Human Resources Management during working hours at Tel: (013) 262 3056/7/8/9. The **09 April 2021** for the above-mentioned positions shall be at 16H: 15 (with a grace of an additional three (3) days for posted applications).



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**M.M KGWALE**  
**MUNICIPAL MANAGER**