

MAGARENG



MUNICIPALITY

PERSONNEL VACANCY

Magareng Local Municipality (situated at Warrenton, Frances Baard District in the Northern Cape) serving the towns and rural areas of Warrenton, invites applications from suitably candidates to fill the following vacant position within its establishment:

POST: 1 X SEWER DRAIN TRUCK DRIVER (PERMANENT POSITION)

- **Requirements**

- Grade 08
- Valid Code EC drivers licence
- Valid and approved Public Drivers Permit
- Interpersonal and Communication skills
- Be able to read and write
- 2 years relevant experience

- **Duties**

- Inspecting visually the overall condition of the vehicle
- Reporting defects to the supervisor for immediate attention and repairs
- Operating assigned vehicle within the required standards in the collecting, loading and dumping of waste water
- Schedule proper maintenance for the vehicle and retaining of maintenance records with the assigned fleet personnel
- Performing light preventative maintenance within the scope and ability on vehicle (e. g Cleaning and Washing)

REMUNERATION: R187 764.00

Benefits: Medical aid, Pension fund

Task Grade: 9

PLEASE NOTE:

Application letters must submitted together with certified copies of your qualifications accompanied by a detailed CV , **PDP** and your ID/Passport and applicants must also attach a finger print report from a local Police Station signed by the station Commissioner. Failure to submit the required documents will result your application not to be considered.

Correspondence will be sent to shortlisted candidates only. It will be expected of the selected candidates to be available for interviews on a date, time and place as determined by Magareng Local Municipality. If you have not been contacted within one month of the closing date of this advertisement, please accept that your application was unsuccessful. Short listed applicants are advised that they will undergo vetting and security clearance processes.

Forward applications to: The Human Resources Manager: Mr. Eddie Thebe Magareng Municipality **P.O. Box 10 Warrenton Northern Cape 8530.**

Closing Date: 23 OCTOBER 2019

No faxed or e-mailed applications will be accepted and No late applications will be considered.

**Enquiries: Human Resource Manager (Mr Eddie Thebe) Tel: 053 497 3111 during office hours
(07:30 – 16:00)**



PERSONNEL VACANCY

Magareng Local Municipality (situated at Warrenton, Frances Baard District in the Northern Cape) serving the towns and rural areas of Warrenton, invites applications from suitably candidates to fill the following vacant position within its establishment:

POST: Manager Parks and Recreation

Permanent Position

REMUNERATION: R331 404.00

Task Grade: 13

Medical Aid and Pension Fund

- **Requirements**

- National Diploma in Community Development or Social Sciences, Public Administration or Public Management (or equivalent)
- 3-4 years relevant experience
- Drivers License
- Good Interpersonal and communication skills
- Managerial Skills
- Strategic and discretionary skills
- Computer literate
- Good financial management skills

- **Duties**

- Planning and prioritising the parks and recreation unit activities on a daily basis
- Managing cemeteries, parks, open space, sports and recreational facilities
- Managing personnel/subordinates, leading and guiding staff
- Manage the leave of subordinates and the monitoring thereof
- Evaluate and submit parks and recreation related reports to council and making recommendations where applicable
- Manage and maintain public halls and other amenities, commonage and animal pound
- Manage waste collection, refuse disposal sites and prevention of illegal dumping
- Drafting and managing the compilation of the unit's budget and making recommendations in respect of budget control
- Attending to correspondence and complex enquiries which cannot be disposed by subordinates
- Submitting proposals related to the Council's IDP related to Parks and Recreation
- Adhering to health and safety regulations as set out in the Council Policy in accordance with the Occupational Health and Safety Act.

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