



Makhuduthamaga Local Municipality invites suitably qualified applicants to apply for the under-mentioned vacancies:

## **MANAGEMENT REP (2 POSTS)**

**Basic salary: R280 500 per annum (excluding benefits)**

**Requirements:** • Grade 12 • Traffic Diploma • Examiner of Driver's Licence Diploma • Driver's licence (Code EC) • 3 years' relevant experience • Must be registered as an Examiner for Driver's Licences relevant to the grading of the driver's licence testing centre • Trained and be fully conversant with the procedures as contained in the latest procedure manual for NaTIS/eNaTIS Operators • Sound knowledge of the Road Traffic Act and National Road Traffic Act.

**Key performance areas:** • Develop and implement operational plan/s and workflow processes for the Driver's/Learner's testing section • Driver and learner testing management • Ensure that anti-corruption strategies and policies are developed and implemented in the section • Process vehicle licensing, registration applications, learner and driver testing operation • Maintain the booking and testing systems • Supervise the activities of the testing officers and administrative personnel responsible for these activities to ensure effective operation • Be responsible for the issuing of special permits to ensure proper execution of functions • Process vehicle licence fees.

To apply for the above post, use the application form/letter accompanied by a detailed CV, originally certified copies (not old than 3 months) of academic qualifications, copy of an Identity Document and driver's licence.

The short-listed candidates will be subjected to security and reference check.

Failure to comply with the above request will disqualify your application. E-mailed and faxed applications will not be considered.

**Enquiries:** HR: Tel. (013) 265-8619/16

Switchboard: Tel. (013) 265-8600

**Please forward applications to: The Acting Municipal Manager, Makhuduthamaga Local Municipality, Private Bag X434, Jane Furse 1085 OR hand delivered to: Stand No 1, Groblersdal Road, Jane Furse 1085 at the Municipal Reception.**

Women and people with disability are encouraged to apply.

Successful candidates will be stationed at Municipal DLTC.

Successful candidates will be required to sign employment contract and disclose financial interest.

Canvassing for the appointment is strictly prohibited and any collaborating evidence thereof will disqualify the applicant.

**Closing date:** 13 April 2018

Applications received after the closing date will not be considered, and if you don't hear from the Municipality within 30 days then regard your application as being unsuccessful.

*Makhuduthamaga Local Municipality is an equal opportunity, affirmative action employer and subscribes to principles of employment equity.*