



MAKHUDUTHAMAGA

LOCAL MUNICIPALITY

Mmogo re šomela diphetogo!

DEPARTMENT:
CORPORATE SERVICES

PHYSICAL ADDRESS
01 Groblersdal Road
Jane Furse
1085

POSTAL ADDRESS
Private Bag X434
Jane Furse
1085

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

1. Manager: Communication (X1) - Permanent

Centre: Main Office, Jane-Furse

Basic Salary: R524 866,64 per annum (excluding benefits)-Task Grade 16

Requirements: Grade 12 plus Bachelor's Degree in Public Relations/ Communications Management/ Journalism or equivalent relevant qualification. Five (05) years' relevant experience of which three (03) years is in a supervisory capacity. A valid drivers' license.

KPA's: Ensure IDP implementation. Ensure implementation of communication and marketing strategy. Ensure management of internal and external communication and liaison in promoting the municipality's integrated communication strategies. Ensure proper marketing of the municipal brand. Ensure effective and efficient management of budget and personnel.

2. Manager: PMS (X1) – Permanent

Centre: Main Office, Jane-Furse

Basic Salary: R524 866,64 per annum (excluding benefits)-Task Grade 16

Requirements: Grade 12 plus Bachelors' Degree in HRM or equivalent relevant qualification. Five (05) years' relevant experience of which three (03) years is in a supervisory capacity. A valid drivers' license.

KPA's: Ensure accountability, transparency, and service delivery improvement and to make sure that the SDBIP is credible and targets are SMART. Ensure that the Municipality meet the basic services needs of the communities. Ensure progress reports are produced and performance for each division is tracked. Ensure accurate estimates are prepared in relation to requirements to contribute positively towards meeting delivery objectives and sustaining the quality and standards of service delivery. Financial and human resource management.

3. Manager: Environment and Waste (X1) – Permanent

Centre: Main Office, Jane-Furse

Basic Salary: R524 866,64 per annum (excluding benefits)-Task Grade 16

Requirements: B Tech/B degree in Waste /Environmental Management or equivalent qualification. Registration with HPCSA. Five (05) years' relevant



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experience of which three (03) years is in a supervisory capacity. A valid drivers' license.

KPA's: Management of refuse removal and street cleaning. Management of landfill. Ensure health and safe environment. Management of programme development for community development. Human resource and performance management. By-laws development.

4. Management Rep: DLTC (X1) – Permanent

Centre: Nebo DLTC

Basic Salary: R345 977,13 per annum (excluding benefits)-Task Grade 12

Requirements: Examiner of Vehicles Diploma plus Examiner of Drivers License Diploma. EC Drivers license. Registration as an examiner of drivers' license. 3 years relevant experience.

KPA's - Develop and implement operational plan/s and workflow processes for the Drivers / Learners testing section. Driver and learner testing management. Investigation of corruptions and bribes. Human resources management.

5. Sign Language Interpreter (X1) – Permanent

Centre: Main Office, Jane-Furse

Basic Salary: R181 241,99 per annum (excluding benefits)-Task Grade 07

Requirements: Grade 12 plus Relevant Diploma in Language and Sign Language Interpretation. Code EB driving license. Computer Literacy in Office Applications. Two (02) years' relevant experience.

KPA's: Implements the interpretation of oral communication including sign language interpretation. Performs specific activities associated with providing support to line functions when not conducting language interpretations. Perform any other relevant reasonable tasks may be required from time to time.

6. Mayor's Chauffer (X1) - Contract linked to the term of office of the Mayor

Centre: Main Office, Jane-Furse

Basic Salary: R181 241,99 per annum (excluding benefits)-Task Grade 07



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Requirements: Grade 12 or an equivalent qualification. Valid driving license plus public Driver's permit. No criminal record. Minimum of one (01) year driving experience.

KPA's: Ensure that efficient transport services in line with standard protocol are provided. Ensure that the Mayor attends events and functions timeously within laid down principles.

To apply for the above posts:

The application must include Application Form (for officials below senior managers), obtainable from the Municipal website (www.makhuduthamaga.gov.za) and a detailed Curriculum Vitae, as well as Certified copies of Identity Document, Grade 12 Certificate, any other required Certificates and the highest qualification. Driver's license must be attached where it is a requirement. Failure to do so will result in your application being disqualified. It is the applicant's responsibility to have all foreign qualifications evaluated by SAQA and to provide proof of such evaluation report. Certified documents must not be older than 3 months.

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


Enquiries: Letshedi GR/ Moraila E

HR: (013) 265 8658/ (013) 265 8617

Switchboard: (013) 265 8600

Applications should be hand-delivered or couriered to the below address.

Makhuduthamaga Local Municipality, Stand No 1, Groblersdal Road, Jane Furse, 1085 @ Municipal Records Office. Attention: Municipal Manager

Women and  (people with disability) are encouraged to apply.

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

POPIA Disclaimer: To consider an application for employment, the applicant's personal information must be processed. Therefore, by submitting an application, the applicant agrees to the processing of his/her personal information and the sharing thereof with third parties for background checks and verifications.

Closing Date: 31 March 2025



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Applications received after the closing date will not be considered, and if you don't hear from the Municipality within 90 days of the closing of the advert, then regard your application as being unsuccessful.

Makhuduthamaga Local Municipality is an equal opportunity, Affirmative Action employer and subscribe to principles of Employment Equity.

Approved ✓	Not Approved	Approved as amended
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Mogamedi

06/03/25
Date

Mogamedi RM
Municipal Manager

Office of the Municipal Manager

MAKHUDUTHAMAGA LOCAL MUNICIPALITY
OFFICE OF THE MUNICIPAL MANAGER

DATE: 06/03/25

SIGN.....

Mogamedi