

MODIMOLLE LOCAL MUNICIPALITY

AN EQUAL OPPORTUNITY EMPLOYER

ADVERTISEMENT

EXTERNAL / INTERNAL VACANCY

Applications are invited from suitably qualified experienced persons for appointment in the under mentioned vacancy:

1. **POST: EXAMINER OF VEHICLES & DRIVERS LICENCES**
DIVISION: PROTECTION SERVICES
DEPARTMENT: SOCIAL SERVICES
SALARY: R 110 553.55 – R 128 091.38 pa **Post Level: 06**

QUALIFICATIONS & EXPERIENCE:

- Grade 12
- Both Examiner of Drivers Licences and Examiner of Vehicles Diplomas.
- Proof of registration as Grade "A" Examiners
- Code A and EC Drivers Licences
- No criminal record
- Computer Literacy (Knowledge of eNATIS)
- At least two years experience

DUTIES:

- To Examine Motor Vehicles for roadworthiness and fitness and to Examine Learner and Drivers Licences.
- Update the eNaTIS system with drivers licence test result by updating the system.
- Do eye tests for learner and drivers licence applicants by using prescribed equipment.
- Amend acts and other manuals and prescriptions by taken out expired pages and by changing text.
- Be a member of the disaster management team by helping in the event of a disaster happening.
- Perform other relevant duties.

2. **POST: CLEANER (LICENCE DIVISION)**
DIVISION: PROTECTION SERVICES
DEPARTMENT: SOCIAL SERVICES
SALARY: R 47 317.13 pa **Post Level: 16**

QUALIFICATIONS & EXPERIENCE:

- Literate
- Diligent and hard working

DUTIES:

- Cleaning municipal buildings
- Making tea and coffee for officials and guests.
- Assist during meeting functions

3. **POST:** TRAFFIC OFFICER GR III
DIVISION: PROTECTION SERVICES
DEPARTMENT: SOCIAL SERVICES
SALARY: R 71 931.34 – R 80 710.75 pa **Post Level: 09**

QUALIFICATIONS & EXPERIENCE:

- Grade 12
- Diploma Traffic Officer
- Code A & EC Drivers Licence

DUTIES:

- Execute Traffic and Fire Services
- Execute relevant administration
- Law enforcement
- Point duties

4. **POST:** PITT ASSISTANT
DIVISION: PROTECTION SERVICES
DEPARTMENT: SOCIAL SERVICES
SALARY: R 50 841.54 – R 52 081.90 pa **Post Level: 14**

QUALIFICATIONS & EXPERIENCE:

- Grade 12
- Literate (to be able to read and write)

DUTIES:

- Help the examiner of vehicles
- Maintain and keep testing facilities clean
- Administration

GENERAL:

- An Application Form must be handed in at the Human Resources Office at Modimolle.
- The successful candidates will **commence duties on 02 March 2009**
- **or as soon as possible thereafter.**
- Canvassing is strictly prohibited and proof thereof will disqualify applicants.
- We don't accept faxed applications.
- Clearly marked envelopes must reach undersigned not later than 30 January 2009 **at 12:00.**
- **Enquiries can be directed to the HR Office @ (014) 718 2037/68.**

Municipal Offices
Private Bag X1008
MODIMOLLE
0510

K S LEKALA
ACTING MUNICIPAL MANAGER

IF YOU ARE NOT INVITED FOR AN INTERVIEW WITHIN 30 DAYS FROM THE CLOSING DATE, IT MUST BE ACCEPTED THAT YOUR APPLICATION WAS UNSUCCESSFUL.