Applications are invited from suitable candidates in the following positions:

Dikopo tsa mosebetsi ho batho banang le bokgoni mesebetsing o latelang dika etswa:

Izicelo zemusebenzi ziyamakelwa kulabo basebenzi abonolwazi kulemesebenzi olandelayo:

Application forms can be obtained from the Security Station at the Main Entrance to the Municipal Building of the Sedibeng District Municipality. All completed forms must be deposited into the box provided at the same Security Station, Cnr Leslie & Beaconsfield Ave. P O Box 471, Vereeniging, 1930 (Enquiries. 016 450 3216).

Appointments will be made in accordance with the Councils Employment Equity Policy.

Fraudulent qualifications or documentation will immediately disqualify any applicant. Should the applicants not be notified of the outcome of their application within eight (8) weeks after the closing date, they should regard their application been unsuccessful.

E-mailed, faxed, Z83 forms and late applications will not be accepted.

CLOSING DATE: 31 OCTOBER 2014

YUNUS CHAMDA
MUNICIPAL MANAGER
CLUSTER: TRANSPORT, INFRASTRUCTURE AND ENVIRONMENT

DIRECTORATES : LICENSING

POSITION : CASHIER/CLERK (5 Posts)

SALARY : Job level 10 (R 146 184 – R 166 956) per annum plus benefits for a grade 11 Local Authority.

REQUIREMENTS : Grade 12 and computer literacy.

EXPERIENCE : Experience is not essential.

JOB PURPOSE : Responsible for the processing of transactions on the eNaTIS system and related administrative duties at a License Department.

DUTIES : Receive and capture payments for various transactions on the eNaTIS system
• Collection, safekeeping and banking of revenue.
• Keep equipment safe, clean and in operational state
• Ensure upkeep of records in terms of the applicable legislation

CONSENT : It will be expected from an applicant to sign a consent letter giving the SDM and GDRT authority to conduct a full background check and a vetting process.