

MSUKALIGWA LOCAL MUNICIPALITY



PO Box 48
Ermelo
Mpumalanga Province
South Africa
2350



Civic Centre Building
c/o Kerk & Taute Street
Ermelo
Mpumalanga Province
South Africa
2350

Customer Care Center: 08611 MSUKA [67852]
Main Fax: +27 17 801-3851

Internet: www.msukaligwa.gov.za
E-Mail: msuka@msukaligwa.gov.za

CORPORATE SERVICES DEPARTMENT

"IS AN AFFIRMATIVE ACTION EMPLOYER"

Applications are hereby invited from suitably qualified and competent persons for appointment to the under mentioned position.

OFFICE OF THE SPEAKER - INTERNALLY

POSITION	:	DRIVER IN THE OFFICE OF THE SPEAKER X1
REF. NO.	:	31/2020
POST LEVEL	:	8
SALARY SCALE	:	R213 302, 76 - R241 576,44pa
QUALIFICATIONS	:	GRADE 12
DRIVERS LICENCE	:	CODE EB drivers licence
EXPERIENCE	:	2 years relevant experience

DUTIES

1. To provide chauffeur and protective services to the speaker by inspecting the vehicle prior trips being taken, by being always present in Speakers office to avoid delays that can be caused by not road worthy car.
2. Draft route plans for transporting the Speaker by gathering information about the speaker plans for the day.
3. To ensure that the Speaker is never delayed for meetings and appointments

PLEASE NOTE

- VETTING IS THE MUNICIPAL PRIMARY SELECTION CRITERIA, THEREFORE ALL SUCCESSFUL APPLICANTS SHALL BE SUBJECTED TO VETTING

CLOSING DATE IS 04 SEPTEMBER 2020 12 NOON

Applications forms and full detailed information about the advertised positions are available on the Msukaligwa Local Municipality website (www.msukaligwa.gov.za) and facebook page / HR office, Application form must be completed and must be accompanied by a covering letter, comprehensive CV, original certified copies of qualifications, ID document and driver's license and the names of three contactable references from current and previous employers must be provided.

Application must be hand delivered to the Corporate Services (Records Section), Cnr Kerk and Taute Street, Ermelo, for the attention of Director Corporate Services

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MS G.J. MAJOLA
MUNICIPAL MANAGER

21/8/2020
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DATE