



LEPHALALE MUNICIPALITY

Lephalale is one of the fastest growing towns in Limpopo due to the presence of natural coal reserves, huge industrial expansion projects initiated by mainly coal mining processing and electricity generation. Suitably qualified persons who wish to take role in the development and exposure of the Municipality are hereby invited to apply for the following challenging positions:

1. Position: Manager Asset L2 - 1

(Budget & Treasury: Asset Division)

Commencing salary: R613 668– R647 100– R716 868 and other benefits

Travelling allowance of 950 km

Requirements: B Degree/B - Tech in Accounting or equivalent qualification. Five (5) years experience in asset management of which three (3) years is at supervisory level. Code B drivers license. Municipal Finance Management programme certificate will be an added advantage.

KPA's Inter alia: Manage the asset verification process and ensure alignment to the asset register.

Determine the life cycle of assets and ensure procedures are in place to maximize the life cycle of assets.

Manage the decommissioning of assets to ensure proper disposal. Prepare maintenance plans for immovable assets aligned to the strategic asset management plan. Management of the municipality's insurance portfolio in respect of immovable assets.

2. Position: Manager Reporting L2 - 1

(Budget & Treasury: Budget and Reporting Division)

Commencing salary: R613 668– R647 100– R716 868 and other benefits

Travelling allowance of 950 km

Requirements: B Degree/B - Tech in Accounting or equivalent qualification. Five (5) years experience in reporting management of which three (3) years is at supervisory level. Code B drivers license. Municipal Finance Management programme certificate will be an added advantage.

KPA's Inter alia: Manage budget timetable and documents to all departments to ensure compliance with legislated budgeting processes. Ensure budget program and guidelines are distributed and adhered to in order to meet National Treasury deadlines. Negotiate budget cuts with directorates to keep increases within National treasury limits for compliance purposes. Manage the co-ordination of the budget revision.

3. Position: Admin Assistant L6

Corporate Support Services

Commencing salary: R402 636– R423 252– R444 768 and other benefits

Requirements: Grade 12. Diploma in Office Administration or equivalent qualification. Two (2) years administrative experience.

KPA's Inter alia: Provide high volume of administrative functions in addition to execution of secretariat duties. Manage diary and appointments for the Director. Handling delegated routine correspondence, processing all invoices, claims forms, type reports and letters as required. Compiling statistics reports. Travel arrangements, organizing meetings and maintaining a good filing system.

4. Position: 3x Artisan Assistant L13

(Infrastructure services: Electrical Division)

Commencing salary: R171 600 – R176 676- R181 272 and other benefits

Requirements: N1: Electrical Engineering or equivalent qualification. One (1) year experience in Electrical Engineering. Code B driver's license.

KPA'S inter alia: Assist in Installation and maintenance of electrical works. Assist in monitoring all electrical networks, joining cables and monitoring pump stations.

5. Position: General Worker L14A-14

(Infrastructure services: Electrical Division)

Commencing salary: R159 804– R161 712– R163 824 – R165 912 and other benefits

Requirements: Mental fitness. Ability to read and write.

KPA's Inter alia: Dig holes and trenches. Clean the substation. Pack and stack material and equipment.

6. Position: General Worker L14A-14

(Infrastructure services: Sanitation Division)

Commencing salary: R159 804– R161 712– R163 824 – R165 912 and other benefits

Requirements: Mental fitness. Ability to read and write.

KPA's Inter alia: Removal of rags from screens and pumps. Cleaning of pumpstation. Housekeeping of material and equipment.

Closing Date: 16/01/2026

Enquiries: Ralupfumo MR 014 762 1400

Application form that indicates the position that you are applying for, accompanied by comprehensive CV, originally certified copies of qualifications and ID, must be mailed to: **Municipal Manager, Lephalale Municipality, P/Bag X136 Lephalale, 0555 or hand – delivered to Records Office Civic Centre Cnr Joe Slovo and Douwater, Onverwacht.** Faxed or e-mailed applications and those without the relevant accompanying documents will be automatically disqualified.

If you are not contacted within 90 days after the closing date, kindly consider your application as unsuccessful.

NB: Lephalale Municipality is an affirmative action and equal opportunity employer and is committed to transformation. Lephalale Municipality has the right to advertise or withdraw an advertisement at anytime without prejudice to anyone. Applicants with highest levels of personal integrity will be considered and appropriate pre-employment screening processes are obligatory for consideration in any post.

Date: 15/12/2025

Notice no: V9/2025/2026

Ref NO: 4/3/2/3/4/6



PEMO GILANA-RAPHELA
Municipal Manager