

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 Revenue L2-1

(Budget & Treasury: Revenue Division)

Commencing salary: R613 668 – R647 100 -R 716 868

Requirements: Grade 12. B-Degree Financial Management or equivalent qualification. Five (5) years' experience of which three (3) years' working experience must be at supervisory level preferably in the same field.

KPA's Inter alia: Planning, implementation, monitoring and evaluating policy development review. Oversee and manage all revenue generation processes, municipal service tariff administration, cash management, billing management, revenue collection and indigent management. Reconciliations for financial year-end, maintain effective stakeholder relations, resolution of customer queries. Compliance: legal, regulatory and statutory framework and processes, continuous improvement on service delivery. Monitor, analyse and maintain the financial system. Reconcile consumer debtors' control, billing age and sundry debtors.

2. Position: Sub Accountant L5

(Budget and Treasury: Expenditure Division)

Commencing salary: R455 748 – R478 992 -R503 388

Requirements: Grade 12. National Diploma Financial Management or equivalent qualification. Three (3) years' experience in finance/payroll and knowledge of financial systems will be an added advantage.

KPA's Inter alia: Prepare monthly declarations including EMP201 and UIF. Annual SARS reconciliation EMP501. Payroll administration. Reconcile salary related accounts and third-party deductions monthly. Provide support during Annual Financial Statements.

3. Position: Storeman L9

(Budget and Treasury: SCM Division)

Commencing salary: R248 364 – R257 748 -R267 720 -R279 024

Requirements: Grade 12. National certificate: Financial management or equivalent qualification. Two (2) years' experience in administrative support. Knowledge of the EMS financial management system will be an added advantage.

KPA's Inter alia: Receive requisitions from directorates for suppliers. Obtain quotations from various suppliers for stock needed. Receive stocks and compare with orders. Take stock on monthly basis to ensure that stock on hand balance with the stock report. Deliver store stock at municipal offices if needed.

4. Position: Financial Intern

Duration: 24 months

(Budget & Treasury: Office of the Financial Officer)

Commencing salary: R100 000 per annum

Requirements: Grade 12. Three (3) years National Diploma Financial Management or equivalent qualification. Preference will be given to unemployed applicants residing within the municipal boundaries.

KPA's Inter alia: Assist the Chief Financial Officer in preparation of budget and the annual financial statement. Implementation of Municipal Financial Management Act, GRAP and financial management reforms. Managing and monitoring capital and operational budgets. The successful candidates will be rotated in different sections of the Budget & treasury Directorate to gain experiential training in different aspects of accounting.

5. Position: 2x Disaster Clerk Intern

Duration: 12 months

(Office of the Municipal Manager)

Commencing salary: R100 000 per annum

Requirements: Grade 12 and Code B driver's license. Preference will be given to unemployed applicants residing within the municipal boundaries.

KPA's Inter alia: Administer programs for natural disaster and emergencies. Organize quarterly local advisory forum meetings. Conduct disaster risks assessment and identify hazards. Respond to disaster incidents and compile incident reports. Liase with other disaster and emergencies stakeholders. Assist in conducting disaster educational programs.

6. Position: Truck Operator L11

(Social Services: Waste Division)

Commencing salary: R201 852 – R 208 020 -R213 816 -R218 172

Requirements: Grade 10. Code EC driver's license and professional driving permit. Two (2) years driving experience. Advanced driving skills will be an added advantage.

KPA's Inter alia: Collection of general non-hazardous waste from designated points to the landfill site for safe disposal.

7. Position: 3x Refuse Removers L14A-14

(Social Services: Waste Division)

Commencing salary: R159 804 – R161 712 -R163 824 -R165 912

Requirements: Mental and physical fitness. Ability to read and write.

KPA's Inter alia: Remove all refuse bags from the sidewalks, street and pavements. Load rubbish bags into truck.

Closing Date: 22/04/2026

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.

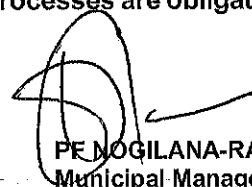
If you are not contacted within 90 days after the closing date, kindly consider your application as unsuccessful.

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: 25/03/2026

Notice no: V12/2025/2026

Ref NO: 4/3/21/3



PE NOGILANA-RAPHELA
Municipal Manager