

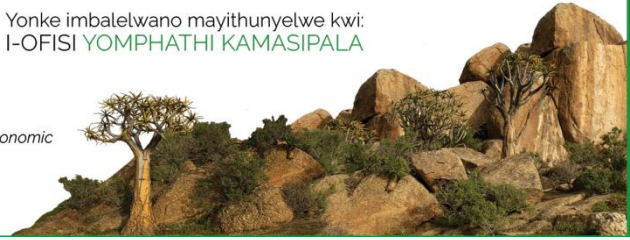


Nama Khoi Local Municipality

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VISION: Building tomorrow, today.
 MISSION: To deliver outstanding services to the community and to stimulate economic development in the region with the focus on the previously disadvantaged.

- Alle korrespondensie moet gerig word aan die: KANTOOR VAN DIE MUNISIPALE BESTUURDER
- All correspondence to be addresses to the: OFFICE OF THE MUNICIPAL MANAGER
- Yonke imbalelwano mayithunyelwe kwi: I-OFISI YOMPHATHI KAMASIPALA



EXTERNAL

VACANCY	METER READER/STORE CLERK
Ref. Nr	HR 12 /2025

The following vacancy on the Municipality's staff establishment is available for dynamic and suitably qualified persons

Post Title	Salary	Organogram	Location	Term
Meter reader x2	T5(R11 479.68- R14 901.22)	Finance	Nama Khoi Jurisdiction (Springbok)	12 Months

Vacancy Details :

MINIMUM REQUIREMENTS	DUTIES
<ul style="list-style-type: none"> • Qualification : Grade 12 - NQF 4 • Code B drivers Licence • Experience: 12 Months experience. • SKILLS :Inventory skills, Computer Literacy. customer service , communication, Basic math skills , problem-solving , Attention to detail. • Knowledge and Scope of work: Procurement management logistics . Product knowledge. Knowledge of metering systems for electricity and water .Knowledge of applications used for metering. 	<ul style="list-style-type: none"> • Information recording and reporting • Disconnection/Reconnections • Office support and routine cleaning • Inventory • Ordering of supplies • Stock taking

The competency level for this position is a level 1 as stipulated in Annexure A of the Municipal Staff Regulations Government Notice No.890 as promulgated in Government Gazette 45181 dated 20 September 2021 and comprises of the following competencies.

Core Professional Competencies	Functional Competencies	Public Service Orientation Competencies	Personal Competencies	Management/Leadership Competencies
Oral/written communication Organizational Awareness Problem-solving Planning and organizing	<ul style="list-style-type: none"> • Information management • Task management • Project management • Financial process management 	<ul style="list-style-type: none"> • Interpersonal relationships • Communication • Service Delivery Orientation 	<ul style="list-style-type: none"> • Action orientation • Perseverance/Resilience • Ethics and Accountability 	<ul style="list-style-type: none"> • Impact and Influence • Team orientation • Direction setting • Coaching and monitoring

A Full job description is available upon request from [granwell.cockrell@namakhoi.gov.za].