



KGATELOPELE MUNICIPALITY

The Kgatelopele Municipality is located in the green Kalahari region of the Northern Cape Province, ZF Mgcawu District. The area is framed by a kaleidoscope of mining and farming activities, and natural tourist attractions. In exchange for your skills and expertise the Kgatelopele Municipality offers you a pleasant working environment thus invites suitable qualified candidates to apply for the following vacant position:

APPLICANTS ARE INVITED TO SUBMIT THEIR APPLICATIONS FOR THE FOLLOWING VACANT POSITION

Reference no: KLM 12/2024/2025

JOB TITLE: METER READER

DEPARTMENT: BUDGET AND TREASURY OFFICE

Salary – Total remuneration package Task 5 (R143 208.75) per annum

Terms of Appointment: Permanent

Minimum Requirements:

- Grade 10 – NQF 2
- Good interpersonal skills as well as oral and written communication skills.
- Must be physically fit for reason that the post requires, walking between meters to be read.
- Willingness to work in all weather conditions.
- Previous meter reading experience will be an added advantage.

Key Responsibilities:

- Reading and recording water and electrical meters as per prescribed routes and on the prescribed template and/or using the prescribed device.
- Ensuring meter readings are correct and accurate.
- Ensuring that meters are read and completed within the deadline date.
- Ensuring that the meter physical address in the reading sheets corresponds with the house number and the street name.
- Identifying meters that are not in the reading sheets.
- Reporting illegal connections and any abnormalities around the meters.
- Recording and reporting faulty meters.
- Perform above mentioned duties within the agreed timeframe of the monthly schedule compiled by supervisor.

Financial interest;

- Kgatelopele Municipality reserves the right to nullify or cancel an employment contract and recover all costs incurred by the municipality including remuneration, advertisement, etc; should it be discovered that the successful candidate submitted false or insufficient information which resulted to the contravention of the provisions of Municipal Council Policies, Municipal Systems Act of 2000 as amended or any other relevant legislation;
- If no communication has been received from us within thirty (30) days after the closing date, please consider your application not successful. The Municipality reserves the right to appoint or not appoint any person.
- Canvassing for the appointment is strictly prohibited and any collaborating evidence thereof will automatically disqualify the applicant.
- If you meet the stated requirements, a fully completed Annexure C Application Form, Detailed Curriculum Vitae, recently certified copies of all qualifications, a recently certified copy of the Identity Document and/ Driver's License (certified copies must not be older than 3 months) and proof of Competency level, where applicable is required.
- No fax or e-mailed applications will be considered; applications received after the closing date indicated below will not be accepted.

Applications can be posted to The Municipal Manager
Attention: Adv. W Blundin
Kgatelopele Municipality
P.O. Box 43
DANIELSKUIL
8405

Or can be hand delivered at:

Kgatelopele Municipality at the Human Resource Office.

Enquiries may be directed to Senior Human Resource Officer: Ms. C. van Rooyen (053) 384 0101 during office hours between 07:30 am – 16:45pm Monday to Thursdays and Fridays till 15:30pm.

CLOSING DATE: 20 JUNE 2025 at 12:00pm