



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 07/2025/2026

JOB TITLE: PROCESS CONTROLLER

DEPARTMENT: TECHNICAL, INFRASTRUCTURE & COMMUNITY SERVICES

ANNUAL REMUNERATION WILL BE TASK 10 R304 816.03

Terms of Appointment: PERMANENT

Minimum Requirements:

- 2-5 years' relevant experience required
- Grade 12 with preference of Mathematics and Science as subjects
- A tertiary education, preferable a National Diploma/NTC IV/3 year BSc
- Code EB Driver's license
- Physically fit and able-bodied
- Required to work outside normal working hours during emergencies and planned overtime
- Required to work with hazardous substances and in all weather conditions

Key Responsibilities:

- Adjust mechanical settings for pumps, valves, and other equipment to maintain desired process conditions.
- Monitor automated processes and ensure systems perform as intended.
- Conduct tests on samples and monitor parameters like water quality, product temperature, and chemical levels to ensure they meet specifications.
- Identify and address discrepancies or non-conformances in the process.
- Perform quality assurance tasks on manufacturing processes.
- Investigate and resolve issues with process control systems, including equipment malfunctions, software bugs, and communication errors.

- Perform first-line maintenance on pumps and machinery.
- Troubleshoot and repair operating problems and perform preventative maintenance on equipment.
- Monitoring and controlling treatment processes, conducting regular water quality tests, maintaining accurate operational records and ensuring that all processes meet compliance requirements.

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.
- Kgatelopele Local Municipality is committed to comply to the requirements of the Employment Equity Act, No. 55 of 1998, for the advancement of previously disadvantaged and disabled persons, and therefore encourage persons from these groups to apply.

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: 22 September 2025 at 12:00pm