



NKOMAZI MUNICIPALITY

Nkomazi Municipality is an equal opportunity and Affirmative Action employer and observes the requirements of the Employment Equity Legislation.

DEPARTMENT : COMMUNITY SERVICES
VACANT POST : 2 X LIBRARIAN (Kamhlushwa and Kamaqhekeza)

RENUMERATION : (TASK LEVEL 9)
Standard benefits apply includes Medical Aid, Pension Fund, UIF

REQUIREMENTS : Grade 12
: Good Human relations
: Computer literacy
: Relevant tertiary Diploma

DUTIES : Making sure that the library is conducive for its purpose and also clean
: Do counter routine, stamps, dates and magazine for members
: issuing of books, compact disks and magazine for members
: Claim fines from members for the late books
: Identifications of books from the shelves, which do not circulate and refer them to the regional library.
: Any relevant functions as may be required by the Supervisor

CLOSING DATE : 22 June 2017

Application and CVs to be directed to: Director Corporate Services
Private Bag X101
MALELANE
1320
Tel no. 013-790-0245

Note: if there has been no response within three weeks after the closing date, the applicant must accept that his/her application has been unsuccessful.

Civic Centre
Private Bag X101
MALELANE
1320

M D MKHATSHWA
MUNICIPAL MANAGER