



Mafube Local Municipality
OFFICE OF THE MUNICIPAL MANAGER

64 J.J Hadebe Street
P O Box 2
FRANKFORT, 9830

Phone : 079 490 5873
Fax : 058 813 3072
E-mail: 121224tdm@gmail.com

Enquiries: Mr. Tshepang Motloug	OUR REF: 10/1/1 Date: 12th April 2024
--	---

EXTERNAL RE-ADVERT

MAFUBE LOCAL MUNICIPALITY INVITES APPLICATIONS FROM SUITABLY QUALIFIED CANDIDATES WITH THE NECESSARY DRIVE, ENTHUSIASM AS WELL AS DEMONSTRATING COMPETENCY AND ABILITY TO PERFORM THEIR BEST, TO APPLY FOR THE FOLLOWING VACANCY. APPOINTMENTS WILL BE MADE IN LINE WITH THE MAFUBE LOCAL MUNICIPALITY'S EMPLOYMENT EQUITY POLICY

Directorate : Technical Services
Post : Manager: Fleet & Mechanical
Salary : R397 045.41 – R471 954.63 per annum
Duration : Permanent
Location : Frankfort
Ref : HR16

Qualifications and Experience

National Diploma or B Degree in Transport Economics / Logistics and Transport / or any other field related to Fleet Management. Minimum 5 years' relevant functional experience in fleet management with at least 5 years at Management Level. Experience in fleet maintenance operations. Must have code B driver's license. Computer literacy (MS Word, Excel, PowerPoint)

Duties and Responsibilities

Positively influence the care and protection of Fleet. Continuous improvement in the provision and utilization of municipal fleet. Optimize the efficiency of the division and ensure a quality and sustainable service delivery to other divisions and directorates. Improve productivity and performance to improve the quality of work and enable the mechanical workshop to achieve its service delivery goals. Ensure that the most appropriate mechanisms are available to meet vehicle needs, and that parts and services are included in an effective vehicle maintenance function. Ensure that accurate estimates are prepared and submitted for consideration to the finance department with respect to the requirements of both operating and capital budgets, and to exercise control over the allocation of allocated funds. Ensure that information is available, communicated through the available channels and accurately interpreted by providing clear explanation. Influences the efficiency of fleet maintenance operations, reduces downtime and improves the influence of fleet management. Influence the resolution of outstanding issues. Ensure that the fleet management and maintenance function is properly supported by appropriate software solutions and technology. Complies with safety legislation throughout the fleet and in the mechanical workshop, provides a safe working environment and cultivates a safety culture. Reduce downtime on vehicles due to repairs related to an insurance process. Supports the daily activities of the fleet management department and maintenance section. Continuously improve the way fleet solutions are provided and the way results

are achieved. Providing fleet by acquiring, selling and leasing fleet items. Maintenance of fleet items to ensure that the operating costs of the fleet as a whole and each fleet item are reduced individually. Fleet control to minimize abuse of fleet items and to protect the Council's assets in general. Provide an administrative support service.

Please note: Applications will not be acknowledged, should you not be contacted within three (3) months after the closing date of the advertisement, please consider your application unsuccessful. Qualifications and SA citizenship checks will be conducted on all short-listed candidates. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to attach the proof thereof. The municipality subscribes and promotes the principles of employment equity and affirmative action. The Municipality reserves the right not to make an appointment if, in its view, no suitable candidate could be found. Only candidate who meet the above mentioned competencies will be shortlisted. Successful candidates will be subjected to competency assessments, qualification verification, security vetting and criminal records checking.

Forward your applications to:

The Acting Director Corporate Services, Me. Dikeledi Madibo
Mafube Local Municipality
P.O Box 2
Frankfort, 9830

Or

Applications can be emailed to: mlmvacancies@gmail.com

Or

Hand delivers applications at:

Municipal Building
Records Office
64 JJ Hadebe Street
Frankfort, 9830

Applications must be accompanied by fully completed application form (obtainable from our website) a comprehensive CV and originally certified copies of Identity Document, Driver's License and Qualifications.

NB: Faxed and late applications will not be considered

Enquiries: Mr. Tshepang Motloun (Acting HR Manager), Tel: 079 490 5873 / 082 898 1882

Closing date: 29th April 2024 @ 12:00