



MTUBATUBA MUNICIPALITY

Mtubatuba Municipality invites qualified, suitable, experienced, innovative, committed individuals to apply for the following positions:

POST: EXAMINER OF VEHICLES
TASK GRADE: 10 OF CATEGORY 1 MUNICIPALITY
DEPARTMENT: COMMUNITY SERVICES
DIVISION: DISASTER & PROTECTION SERVICES

Minimum Requirements:-

- Grade 12;
- Examiner of Vehicles Diploma Certificate;
- Proof of registration as an Examiner;
- Valid Driver's Licence Code EC;
- No criminal record;
- Computer Literacy (Knowledge of eNATIS)
- At least one - two years' experience.

OBJECTIVES:

- Co-ordinates tasks/ activities associated with the examination, testing and issuing of road worthiness certification through the application of laid down assessment and inspection procedures, attending to administrative reporting and recordkeeping requirements and guiding personnel with the execution of specific activities to ensure drivers and vehicles conform with the requirements of the Road Traffic Act and regulations contributing to the safety of all users.

DUTIES:

- To Examine Motor Vehicles for roadworthiness;
- Update the eNaTIS system;
- Receiving directives from the immediate superior and amending procedure manuals guiding testing sequences to read current with legislative requirements and specific regulations.
- Maintaining records of applications, reports and tests, using alpha-numeric sequences to file documentation and/ or accessing/retrieving information to support query resolution.
- Referring to specification schedules and maintenance reports, testing equipment and checking printouts of readings for accuracy.
- Lubricating or removing and replacing parts and attending to minor adjustments/ calibration and checks output against specifications.
- Monitoring the execution of cleaning sequences and/ or the storage of tools/ equipment at the Testing Pit and implementing corrective measures to support compliance with specific safety standards.
- Perform other relevant duties as may be assigned by the superior.

The Successful candidate will report to the Superintendent Law enforcement and DLTC. Enquiries may be directed to **HR Manager on 035 – 5500069**. Applications together with certified copies of certificates, ID and Driver's License must be hand delivered to **Registry Office** or be posted to: The HR Section, Mtubatuba Municipality, P.O. Box 52, Mtubatuba, 39350n or before **22 April 2016** at 15h00.

Mtubatuba Municipality has an approved Employment Equity Plan with Targets which will be considered as part of the recruitment process.

Ms N.Q. Mzimela
The Acting Municipal Manager

Closing date: 22/04/2016