



## MERAFONG CITY LOCAL MUNICIPALITY

Merafong City Local Municipality hereby invites applications from suitable qualified and experienced candidates for appointment to the following position

**INTERNAL / EXTERNAL JOB POSTING**  
**CLOSING DATE: FRIDAY, 17 JULY 2026**

### 1. DEPARTMENT: OFFICE OF THE MUNICIPAL MANAGER

#### SECTION: PMU

PROJECT TECHNICIAN LEVEL 6 - 5

### 2. DEPARTMENT: CORPORATE AND SHARED SERVICES

#### SECTION: ICT

IT TECHNICIAN / SYSTEM ANALIST LEVEL 6

ASSISTANT SYSTEM ADMINISTRATOR LEVEL 8

ASSISTANT TECHNICIAN LEVEL 8

OFFICE ADMINISTRATOR/ HELPDESK LEVEL 7 - 6

The Merafong City Local Municipality promotes and applies the principles of employment equity, in line with the City's Employment Equity plan. As Merafong City LM, our values, as set out below, are core to who we are and provide us with a compass for our actions:

- Accountable
- Transparency
- Responsive
- Integrity
- Professionalism
- Excellence

All enquiries relating to job content can be directed to the Acting Human Capital Manager Mr SB Mazibuko or Ms B. Lambert at tel. **(018) 788 9633/9046** during office hours.

A detailed advert of all positions that includes an application form that is available on the municipal website [www.merafong.gov.za](http://www.merafong.gov.za) , comprehensive Curriculum Vitae, certified copies of qualifications, driver's licence and Identity Document, must be hand delivered to the Office Human Resource Management Office Number G32, Municipal Building, Halite Street, Carletonville during office hours. Email applications are NOT accepted.. You will be required to bring the original document should you be shortlisted.

Fraudulent qualifications or documents will immediately be disqualified. The successful candidate will sign an employment contract.

All positions are stationed at the Merafong City Local Municipality in Carletonville. Merafong City Local Municipality reserves the right not to make an appointment. Merafong City Local Municipality is committed to the achievement and maintenance of diversity and employment equity, especially in terms of race, gender and disability. Applicants from designated groups are encouraged to apply. If you do not hear from us within 90 days of the closing date, kindly accept that your application was unsuccessful, and communication will be limited to short-listed candidates.

Kind Regards



**MR DD MABUZA**  
**MUNICIPAL MANAGER**



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### 1. ADVERTISEMENT AND APPOINTMENT PRINCIPLES

- 1.1 These vacant posts are advertised in terms of Municipal Systems Act 32/2000 as well as the Main Collective Agreement.
- 1.2 In the advertising and filling of these vacant posts the Departments will be guided by policy guidelines of the Employment Practice Policy and Employment Equity Plan.
- 1.3 Previously disadvantaged and disabled people are encouraged to apply.

### 2. GENERAL INSTRUCTIONS

Correspondence will be limited to successful candidates only. If you have not been contacted within 3 months after the closing date of this advertisement, please accept that your application was unsuccessful.

#### 2.1 INSTRUCTIONS TO CANDIDATES

- 2.1.1 Applications should be accompanied by an application form, comprehensive CV which should include full particulars of training, qualifications, skills, competencies, knowledge & experience.
- 2.1.2 Certified copies of your identity document, driver's licence and qualifications not older than 6 months must be attached.
- 2.1.3 Applicants must quote the Reference Number for the position that they are applying for.

**NB!** Merafong City Local Municipality cannot be held liable nor responsible for not considering, processing incomplete or incorrect applications or which reach their destination after the closing date referred below. Posted applications to Municipal Manager, Attention: Section Human Capital will only be accepted if they have an affixed post office stamp dated within the period of advertisement i.e. **before or 17 July 2026.**

A container for hand delivered applications will be placed at Human Capital Section, from Monday to Friday between **08:00 and 16:00** daily until, **17 July 2026.**

Post applications must be addressed to: **Municipal Manager: Merafong City Local Municipality: Attention: Section Human Capital, P.O BOX 3, CARLETONVILLE 2500**

**PUBLICATION: ALL MERAFONG CITY NOTICE BOARDS AND WEBSITE**