



EXTERNAL ADVERT MASILONYANA LOCAL MUNICIPALITY

Masilonyana Local Municipality with its Head Office in Theunissen is an equal opportunity employer committed to the promotion of equity and equality. The municipality hereby invites applications from suitably qualified candidates for the following positions:

**DIVISION: ADMINISTRATION
POSITION: INTERPRETER (ENGLISH.S. SOTHO/SETSWANA) X1**

Requirements:

- Applicable degree/diploma preferably with English as a major course.
- Relevant experience in translating and interpreting.
- Computer literacy.
- Good hearing skills.
- Good concentration capabilities due to the demand on the attention span of the interpreter.

Main Duties:

- Rendering language services to the Municipality and the Community in the languages of the region.
- Rendering committee services to the Municipality.
- Translation of documents on request from English to S. Sotho/Setswana and vice versa.
- Simultaneous interpreting at Council Meetings.
- Consecutive interpreting at disciplinary hearings.
- Proofreading / editing of document for officials and Councillors.
- Committee work for Portfolio Meetings:
- Has to rely on own judgement and make quick decision during interpreting sessions.
- Give guidance regarding language matters to colleagues.

Salary: Level 7

Enquiries can be directed to the Director Corporate Services, Mr David Nthau at 057-7330107 during office hours.

Besides the salary that is offered, the municipality will also contribute towards pension fund and medical aid contributions under certain conditions. The municipality further also give housing subsidy under certain condition and in line with the collective conditions as may be amended from time to time.

Interested suitable qualified and experienced persons can submit their applications and detailed CV's with certified copies of their qualifications to the following address:

Municipal Manager PO Box 8, Theunissen, 9410, or applications can be hand delivered at Corporate Services offices in Theunissen.

Applications must be submitted in sealed envelopes clearly marked "Job application"

No e-mails, faxes or late submissions will be accepted.

Closing date: 12 December 2014

Applicants must note that should they not receive feedback after 3 months from the closing date that their applications were not successful. The municipality reserves the right not to appoint.

**S.S. MTAKATI
MUNICIPAL MANAGER**