



## LOCAL MUNICIPALITY OF LEKWA

The Lekwa Local Municipality with its seats in Standerton, invites applications from qualified, motivated and innovative individuals for the following positions to become part of and join a dynamic and growth orientated Local Authority.

**EXTERNAL ADVERTISEMENT**  
**DEPARTMENT: PLANNING AND ECONOMIC DEVELOPMENT**  
**POSITION: Land Invasion Officer X2**  
**Reference number: MP305/PED/LIO/2**  
**Salary: 214 842,61 per annum Task Grade 07**

### Minimum Requirements

- Grade 12
- Grade C PSIRA
- Peace officer certificate will be an added advantage
- Higher Certificates in administration will be added advantage.
- Basic Computer literacy.
- Good communication and report writing skills.
- Basic understanding of applicable legislations.
- 1-2 years relevant experience.
- Code B Valid driver's license
- Mental and Physical fit
- No criminal record
- Medical test NFPA 1582
- No fear of heights.


### Key Performance Areas

- Recording on the Contravention orders Issues.
- Submitting records of cases to both Human Settlements and legal department.
- Maintaining records of land invasion cases.
- Keeping records of land invasion cases.
- Developing, reconcile and maintain land invasion database for all cases.
- Ensuring implementation of municipal By-laws
- Keeping close attention on the council owned properties from invasion.
- Doing regular inspections of formal settlements to detect unlawful squatting/invasions and the building of any illegal structures/buildings.
- Conducting daily/random observations a selective patrol of informal settlements and open areas vulnerable to possible illegal occupation.

### Inherent requirements

Good knowledge and understanding of relevant policy and legislation • Strong sense of responsibility • Physically fit • Problem Solving Skills  
• Ability to handle pressure and meet deadlines • Strong sense of responsibility • Decision making skills.

### Please note:

1. Interested applicants meeting the requirements are requested to forward an application form, comprehensive Curriculum Vitae, together with originally certified copies of qualifications and identity documents to **The Municipal Manager (Attention Manager Human Resources), PO Box 66, Standerton, 2430** or hand-deliver such at the **Lekwa Local Municipal Administrative Building, Corner Dr Beyers Naude and Mbonani Mayisela Street, Standerton.**
2. Faxed or e-mailed applications will not be considered.
3. Correspondence will only be entered into with the shortlisted candidates. Applicants who have not been contacted within sixty (60) days of the closing date should consider their applications unsuccessful.
4. Lekwa Local Municipality reserves the right not to make any appointment.
5. The submission of an application gives Lekwa Local Municipality the right to make inquiries necessary to obtain information regarding the applicant's background. Such inquiry will include current and previous employers, criminal record as well as academic institutions. Should you be in possession of foreign qualification, it must be accompanied by evaluation of certificate from the South African Qualification Authority (SAQA).
6. Canvassing Councillors or officials or the appointment is strictly prohibited and will automatically disqualify the applicant.
7. People from previously disadvantaged groups and people with disability are encouraged to apply .
8. The application for employment form obtainable from the Lekwa Local Municipality website at [www.lekwalm.gov.za](http://www.lekwalm.gov.za) must be completed.

9. For further enquiries please contact the Human Resources Administration Officer, Mr F.N Gqwashu at [fgqwashu@lekwalm.gov.za](mailto:fgqwashu@lekwalm.gov.za) or 087 562 5296

**Notice: 29/2024**      **Closing date for applications: 22 October 2024**

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**M.J LAMOLA**  
**MUNICIPAL MANAGER**