



LOCAL MUNICIPALITY OF LEKWA

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

INTERNAL/EXTERNAL ADVERTISEMENT
DEPARTMENT: COMMUNITY SERVICES AND SAFETY
POSITION: FIRE PREVENTION OFFICER (Permanent)
LOCATION: MORGENZON
Reference number: MP305/CSS/FPO/01
Salary: R477 149.57 per annum. Task Grade 12

Minimum Requirements

- Grade 12
- Higher Certificate in fire technology (SAESI)/Diploma in Fire Technology
- Diploma in Safety Management/Disaster Management will be an added advantage
- Certificate in Fire Investigation will be added advantage
- Computer Literacy
- 4 years operational experience of which 2 years must be at Firefighter 2 level
- Valid EC driver's licence
- Good verbal and written communication skills
- Ability to compile reports and conduct presentations/training programmes
- Sound knowledge of relevant fire safety legislation, regulations, standards and the National Building Regulations

Key Performance Areas

- Conduct fire safety inspections, risk assessments and fire prevention audits within the municipal area.
- Evaluate building plans and ensure compliance with applicable fire safety legislation, standards and National Building Regulations.
- Conduct pre-occupancy inspections to ensure construction complies with approved fire safety requirements.
- Investigate fire incidents and prepare reports on findings and causes of fires.
- Assess and recommend measures to minimise fire risks to life and property.
- Evaluate applications relating to flammable liquid and gas installations and ensure compliance with applicable regulations.
- Issue and monitor certificates relating to the storage, transportation and handling of flammable substances.
- Monitor implementation of fire prevention policies and ensure adherence to fire safety procedures.
- Develop and implement fire awareness and public education programmes within communities, institutions and businesses.
- Conduct fire safety and evacuation training for municipal employees, stakeholders and external organisations.
- Facilitate disaster management awareness, mitigation and preparedness initiatives.
- Ensure compliance with fire safety legislation through inspections, enforcement actions and court-related processes where required.
- Prepare reports, memoranda, correspondence and recommendations relating to fire prevention and disaster management activities.
- Attend meetings and liaise with various stakeholders on matters relating to fire prevention, fire safety and disaster management

Inherent requirements

- **Sound and professional interpersonal skills • Ability to work independently • Strong analytical and problem solving skills • Attention to detail • Good organisational and planning skills • Ability to work under pressure and meet deadlines • Conflict resolution and decision making skills • High level of responsibility, integrity and accountability • Physical fitness and ability to conduct extensive field inspections and investigation**

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 Acting 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 serves 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 an evaluation certificate from the South African Qualification Authority (SAQA).
6. The successful applicant must enter into a Performance Agreement with the Employer

7. Canvassing Councillors or officials or the appointment is strictly prohibited and will automatically disqualify the applicant.
8. People from previously disadvantaged groups and people with disability are encouraged to apply [\[6\]](#).
9. The application for employment form obtainable from the Lekwa Local Municipality website at www.lekwalm.gov.za must be completed. **Applications not submitted with the fully completed official form will not be considered.**
10. For further enquiries please contact the Acting Human Resources Administration Officer, Ms Phindile Lubisi at plubisi@lekwalm.gov.za /017719819

Notice: 33//2026

Closing date for applications: 25 August 2026


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ACTING MUNICIPAL MANAGER