



BELA-BELA LOCAL MUNICIPALITY

BUDGET & TREASURY DEPARTMENT

POSITION: METER READER INSPECTOR (2 POSITIONS)

REQUIREMENTS:

- Grade 12 or equivalent.
- Qualified Electrician or Plumber.
- Valid Drivers License.
- Computer literacy.
- Numeracy and communication skills.

DUTIES

- Coordinate tasks of meter readers according to billing cycle.
- Execute bulk meter readings, meter service and maintenance.
- Verify readings received and rectify mistakes.
- Reading and checking of meters where inconsistent readings and tampering are suspected.
- Disconnect water and electricity for non payment.
- Reconnection of water and electricity after payment.
- Reading of meters when new services are requested.
- Reading meters where services are terminated.
- Generate reports on meter readings and credit control actions.

SALARY POST LEVEL: 08

R 122 069.47 per annum

Closing Date: 15 August 2013

Bela-Bela Municipality has a firm commitment to the advancement of designated groups, including women and disabled. Application letters, Comprehensive CV's should be forwarded to the Municipal Manager, Private Bag x 1609, Bela-Bela, 0480. For further information please contact The Divisional Manager Human Resources at 014 736 8000. Should candidates not be notified of the outcome of their applications within six weeks of the closing date, please consider your application unsuccessful. Faxed and e mailed applications will not be accepted. Further note that all shortlisted applicants will be subjected to security vetting and information verification.

**MALULEKA MM
ACTING MUNICIPAL MANAGER**

NOTICE NUMBER: 49/13