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Department:
Cooperative Governance and
Traditional Affairs
North West Provincial Government
REPUBLIC OF SOUTH AFRICA

JOB ADVERTISEMENT

PRESIDING OFFICERS FOR THE TRADITIONAL COUNCIL ELECTIONS 2022/23

The required Presiding Officers will be deployed in various voting stations within the North West Province in Traditional Council areas to provide support during the Traditional Council Elections.

DUTIES AND KEY FUNCTIONS

Manage, lead and supervise the voter registration and election processes to ensure the elections are free, fair and credible • Manage the administration and operations of the voter registration and voting to ensure efficiency and adherence to election procedures • Facilitate the recruitment process of electoral officers, including their supervision during registration and voting • Oversee the security and safe-keeping of voting materials and liaise with the security providers to ensure safety and security of the voting station • Manage compliance with public health regulations and perform other duties outlined in the job description.

REQUIREMENTS

Matric/Grade12 • Post Matric qualification • Be an adult South African citizen • Be fluent in both English and Setswana (written and spoken) • Reside within the traditional council area/village in which s/he will preside • Have no intention to contest the traditional council elections as a candidate • Have no criminal record, specifically related to electoral fraud.

COMPETENCIES/KNOWLEDGE/SKILLS

Understanding of the electoral process - Ability to work under pressure - Team player – Leadership and Conflict Resolution skills - Previous experience in elections will be an added advantage.

APPLICATION PROCEDURE

Application forms obtainable from the Traditional Affairs Offices or downloadable from www.africore-elections.com/NWTCE2022/23 - Certified copy of ID, certified copy/ies of qualification certificates and a short CV - All applications must quote the reference number: **NWTCE2022/23 PO, and the name of the DISCTRICT in which the applicant resides** - It is preferred that the application form is completed digitally and emailed together with supporting documents - Applications must be emailed to



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kefilwe@afriCore.com or palesa@afriCore.com or hand-delivered at the appropriate Traditional Affairs Offices listed below.

CLOSING DATE: 31 October 2022 Time (16H30)

TRADITIONAL AFFAIRS OFFICES

- **MAFIKENG:** House No. 1; Ngaka Modiri Molema Road, Lowe Building, Mmabatho (018 – 388 5239/5244: Ms. M. Jali)
- **RAMOTSHERE MOILOA:** Mangope Highway, Municipal Building next to Lehurutshe Hospital (018 – 363 4244: Ms. A.M. Diokane)
- **DITSOBOTLA:** 2969 Zone 2 Extention (Fire Department Building), Central District Municipality, Itsoseng (018 – 338 1348: Ms. MM Digoamaje)
- **MOSES KOTANE:** Stand number 48, Ditlou Street, Moses Kotane Municipal Building, Madikwe (014 – 553 2753: Mr. N.C. Diole)
- **MADIBENG:** 5th Floor, Madibeng Local Municipality Building, 53 Van Velden Street, Brits (012 – 252 4052/1: Mr. M. Nkosi)
- **MORETELE:** Moretele Office Park, Makapanstad (Old Moretele College of Education) (012 – 714 3973/2/1: Mr. S.R Mohajane)
- **RUSTENBURG:** Phokeng Old Governors Office (next to Shell Garage) (014 – 566 3287: Ms. B. Ditsi)
- **MOSES KOTANE:** Stand number 933, Railway Road, Unit 3, Mogwase (**Moses Kotane Local Municipality Old Building**) (014 – 555 7595: **Mr S.E. Morake**)
- **GREATER TAUNG:** Upstairs, Office number 01A/B, Taung Shopping Complex, Taung Station. (053 – 994 3729/23: Mr E.K. Segotlong)
- **KAGISANO MOLOPO:** Makwati Centre, Vryburg/Tosca Road (next to Tshireletso Office) (053 – 998 3741: Mr. Moemedi)