



STELLENBOSCH
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

MUNICIPAL COURT CORPORATE SERVICES COURT INTERPRETER (3 YEAR CONTRACT)

Minimum Requirements: Grade 12 • minimum of 3 years practical experience in Interpreting environment

Other Requirements: Proficiency in English and one or more of the languages of the Western Cape • A valid driver's license • Language qualities (Preferred).

Responsibilities/Duties: Render Interpreting services in municipal court • Interpreting during consultation

- Interpret and translate into verbal communication (From English to Xhosa and Afrikaans and vice versa) to all parties involved in the court proceedings
- Interpret and translate into verbal communication all court documentation/correspondence to the parties involved where required
- Attend any consultation or per hearing meeting including disciplinary consultations and hearings where the services of an Interpreter are required
- Interpret all documentation (dockets, warrants and charge sheets)
- Assist with telephone enquiries and counter duties where the duties of an Interpreters are required
- Assist with reconstruction of court records.

Added advantage: Court interpretation experience • Proficiency in one or more indigenous languages.

Internal staff • Post matric qualification • Knowledge of any foreign language or sign language will be an added advantage

Job related enquiries:

Mr. Mervin Williams (021 808 8991)

General Enquiries:

Ms. Lucretia Koegelenberg 021 808 8102 or Evan Williams 021 808 8059 or

Ms. Lisa Patience 021 808 8064

Salary: R268 026.32 – R347 950.93

Plus benefits

NOTE: Both the T-grade and post name is subject to re-evaluation and changes will be implemented on receipt of T.A.S.K outcome

Applications, clearly marked and accompanied by a completed official application form of Stellenbosch Municipality, a comprehensive CV, certified copies of qualifications and all documents required in terms of the minimum requirements of the advertisement, details of contactable referees, must be emailed to Human Resource Management Services at Stellenbosch Municipality at the following email address specifically linked to the above Directorate:
corporatejobs@stellenbosch.gov.za

Applicants who do not meet all/any minimum requirement(s) of the post, or who fail to submit all required supporting documentation, will not be considered. Applicants are reminded that submission of an official Stellenbosch Municipality application form is compulsory. Application forms are available on the Stellenbosch Municipal website: <https://stellenbosch.gov.za>

Applications for the above-mentioned vacancy must be submitted via the provided email address only. No hand-delivered or posted applications will be accepted or considered.

*Please note: By applying for this position, candidates consent to verification checks relating to qualifications, criminal records, and any other relevant screening processes, and must be willing to be subjected to a rigorous evaluation and selection process. **Please note where driver's licenses are required shortlisted candidates will undergo a driver competency test.** Receipt of applications will not be acknowledged, and supporting documentation submitted will not be returned.*

Canvassing with Councillors, any decision-maker, or any member of the Selection Committee is strictly prohibited, and proof thereof will lead to disqualification.

Closing Date: 11 May 2026

Stellenbosch Municipality is an Equal Opportunity Employer. Candidates from designated groups, including persons with disabilities, are encouraged to apply. The provisions of the Employment Equity Act will be considered as part of the selection criteria and process.

If you do not receive any feedback within ten (10) weeks after the closing date, please consider your application unsuccessful

For more information on vacancies, visit www.stellenbosch.gov.za.

The Council reserves the right not to make an appointment and further reserves the right to amend, vary or change the remuneration package attached to the post
