



MASILONYANA

MUNICIPALITY

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Masilonyana Local Municipality with its Head Office in Theunissen is an equal opportunity employer committed to the promotion of equity and equality. The municipality hereby invites applications from suitably qualified candidates for the following position:

DEPARTMENT OF CORPORATE SERVICES ADVERTISEMENT

OFFICE CLEANER X2

Requirements:

- Grade 10;
- Must have a communication skills;
- 1 year experience.

Key responsibilities:

- Operate a vacuum cleaner to clean floors and work areas
- Clean, dust, and polish furniture and fittings
- Sweep, mop, scrub and polish floors
- Clean walls and windows
- Empty and clean waste containers
- Receive schedule of meetings daily
- Prepare and clean boardrooms and meeting rooms before and after meetings
- Clean toilets within the municipal offices and around the office to ensure that the facilities are hygienic and safe for use
- Keep the kitchen neat at all times. Maintains the kitchen equipment (urn, microwave) in good working condition at all times
- Receive schedule of meetings and required refreshments daily
- Prepare boardrooms and meeting rooms before and after meetings with required utensils, cutlery and refreshments.
- Serve refreshments as requested
- Performs all other relevant, related duties from time to time

Salary: R103 449,74 p.a

DEPARTMENT OF SOCIAL AND COMMUNITY SERVICES

EPWP COORDINATOR

Requirements:

- Grade 12
- National Diploma in Public Management or equivalent (NQF 5/6)
- Experience of not less than 1-2 years in Local Government;
- Knowledge of EPWP RS;
- Understanding of EPWP Sectors;
- Must have knowledge of Public Works budget allocation;
- Drivers license (Code EB)

Responsibilities:

- Administer the creation of work opportunities by implementing EPWP flagship programme.
- Provide guidance in the creation of work opportunities in DPW projects.
- Provide support in terms of social facilitation and compliance with the EPWP norms and standards.
- Provide support to the Project Steering Committee (PSC) members and facilitate the training of the PSC.
- Monitor compliance of Department of Public Works projects to EPWP requirements.
- Provide support and supervision to subordinates.
- Manage performance and development of subordinates to ensure competent knowledge base for the continued success of the sub directorate.

Salary: R350 355,67 p.a

REFUSE REMOVAL TRUCK DRIVERS X5

Requirements:

- NQF Level 2
- Code EC plus PDP
- 1-2 years relevant experience.

Key responsibilities:

- Receiving instructions from the immediate superior to establish details of tasks (vehicle, materials and personnel);
- Hitching/unhitching trailer to the vehicle, connecting and checking the functionality of safety signal indicators;
- Inspecting safety devices, controls, lubricants/fuel levels, etc. on vehicles, reporting defects, and/or washing/cleaning the vehicle and attending basic removal/replacement of defective parts/components;
- Attending to the offloading of waste at designate areas at the landfill site
- Driving to designated locations, collecting/loading refuse bags and/or refuse onto the trailer and sweeping/cleaning spillages.

Salary: R153 588,25 p.a

Enquiries can be directed to the Recruitment and Selection Division, Mr E.K Khumalo at 079 5080128 during office hours.

Besides the salary that is offered, the municipality will also contribute towards pension fund and medical aid contributions under certain conditions. The municipality further also give housing subsidy under certain condition and in line with the Collective Agreement as may be amended from time to time.

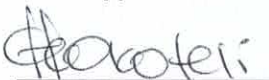
Interested suitable qualified and experienced persons can submit their applications and detailed CV's with certified copies of their qualifications including **covering/application letter** stated the position they apply to the following address:

Municipal Manager PO Box 8, Theunissen, 9410, or applications can be hand delivered at Municipal offices in Theunissen, Brandfort, Winburg and Verkeerdevlei.

No e-mails, faxes or late submissions will be accepted.

Closing date: 23 February 2022

NB: Applicants must note that should they not receive feedback after 3 months from the closing date that their applications were not successful. The municipality reserves the right not to appoint.



**L. MOKOTELI
ACTING MUNICIPAL MANAGER**