



MANDENI LOCAL MUNICIPALITY EXTERNAL VACANCY

The Mandeni Municipality, an affirmative action and equal opportunity employer herewith invites applications from suitably qualified and competent persons for appointment to the following position

DEPARTMENT : COMMUNITY SERVICES AND PUBLIC SAFETY
POSITION : GENERAL ASSISTANT: DISASTER FIELD WORKER
TASK GRADE : T03
SALARY NOTCH : R 103 741 per annum
SALARY SCALE : (R 103 741 pa – R 116 801 pa)
(Subject to implementation of 2020 T.A.S.K. job evaluation final outcome result)
CLOSING DATE : FRIDAY, 06 NOVEMBER 2020 @12:00 PM
REF NO : PN 74/2020

MINIMUM REQUIREMENTS:

- Secondary Education
- 1 year general work experience
- Be a resident of Mandeni Municipality
- The incumbent must be physically fit and able bodied
- Must be able to work in all weather conditions.
- Good interpersonal skills, and good listening ability

DUTIES

- Takes instructions from supervisor
- Attends to specific requirements associated with the set-up and /or breakdown of arrangements prior to after functions
- Commencing the cleaning sequence, mixing and using chemical detergents to remove stains and dirt from painted, polished or carpeted surfaces
- Cleaning office tables for officials and any other cleaning duties to be assigned by the Supervisor.
- Cleaning worksites, stores equipment and tools and loads materials prior to departure to and from work sites

Executive Committee

Cllr. TP Mdlalose (Mayor) | Cllr. PM Sishi (Deputy Mayor) | Cllr. BL Magwaza (Speaker) | Ex Officio Mr S Khuzwayo (Municipal Manager)
Cllr. NF Ntuli | Cllr. LR Mdletshe | Cllr. ST Magwaza | Cllr. MS Mdunge | Cllr. M Shelembe



BENEFITS:

All standard Municipal Fringe benefits which *inter-alia* includes a Housing Subsidy, Medical Aid, and Pension fund would be applicable to the above post.

DIRECTIONS TO CANDIDATES:

Inquiries must be directed to Mrs. NW Ntuli (Manager: Human Resource and Council Support); tel: (032) 456 8200. **Please forward your application form and full CV with certified copies of certificates, quoting the relevant reference number to Human Resources, P.O. Box 144, Mandeni, 4490 or hand-deliver to Mandeni Local Municipality, 2 Kingfisher Road; Mandeni. NB Faxed and e-mailed applications will not be considered.** If you do not hear from us within 30 days of the closing date consider your application as unsuccessful. Application forms are available on the Mandeni Municipal Website www.mandeni.gov.za or at any Municipal building.

NB: The municipality is an equal opportunity affirmative action employer. The municipality reserves the right not to make an appointment. No canvassing of Councillors or Officials concerned is allowed as that may lead to the automatic disqualification of the candidate. Females and People living with a disability are encouraged to apply.


SG KHUZWAYO
MUNICIPAL MANAGER

DATE: 21/10/2020