



Thembisile Hani Local Municipality invites suitably qualified applicants for the following vacant position(s):

SOCIAL SERVICES DEPARTMENT

GENERAL ASSISTANT X1

Ref: THLM/SS/10

Workstation: Mthombomuhle (Kwaggafontein)

Term of Office: Permanent

Salary: R 131,215.00 pa. (Excluding benefits)

Task Grade 4.1

Requirements: Grade 10, 1 year experience will be an advantage, must be the resident of Thembisile Hani Local Municipality, Ability to follow & execute given instructions

Competencies: Oral Communication, Workplace Safety

Key responsibilities: Takes basic instructions, adhere to all safety requirements during work schedules, perform basic daily routine functions including cleaning, sweeping and mopping, wiping and dusting surfaces, cleaning the kitchen and washing utensils and other related duties. Reporting defective items to the immediate superior for attention.

NB: Candidates shortlisted for positions involving hazardous condition will be required to provide fitness certificate upon appointment at their own cost.

TECHNICAL SERVICES DEPARTMENT

GENERAL ASSISTANT X4

Ref: THLM/TS/20

Workstation: Mthombomuhle (Kwaggafontein)

Salary: R 131,215.00 pa. (Excluding benefits)

Task Grade 4.1

Requirements: Grade 10, 1 year experience will be an advantage, must be the resident of Thembisile Hani Local Municipality, Ability to follow & execute given instructions

Competencies: Oral Communication, Workplace Safety

Key responsibilities: Takes basic instructions, adhere to all safety requirements during work schedules, Performs basic, routine maintenance, performs basic daily routine functions including digging, filling hole, brooming, lifting, cleans vehicle and attends to the storage and care of cleaning tools by removing and washing off debris from tools, containers and/ or vehicles, applying disinfectants and using pressurized cleaning systems (handheld hoses), Placing and stacking tools in designated storage areas and/ or verbally reporting the condition/ status of tools to the immediate superior

Applications must be submitted on the prescribed “**General application**” form obtainable from the HR Office/Municipal website: www.thembisilehanilm.gov.za. An application should include a comprehensive CV with at least three contactable references. Certified copies (not older than six months) of qualifications & ID document/card can be submitted to: The Municipal Manager: Thembisile Hani Local Municipality, Private Bag x 4041 Empumalanga 0458 or can be deposited at Thembisile Hani Local Municipality Stand No 24 Mthombomuhle (Kwaggafontein ‘C’) in a Marked Drop Box for vacancies. **NO FAXED OR E-MAILED APPLICATIONS WILL BE ACCEPTED.**

Failure to fill in and sign the prescribed application form will automatically disqualify the applicant.

Thembisile Hani Municipality is an equal opportunity, affirmative Action Employer and all appointment made will be in accordance with the Employment Equity Act. Preference will be given to suitable qualified designated groups in accordance with the Municipal Employment Equity Plan.

CLOSING DATE: 25 OCTOBER 2024 @ 16H00

Enquiries to Human Resources: Ms. N.P. Tjia and/ or Ms. N.A. Mfiso through 013 986 9169 and/ or tjian@thembisilehanilm.gov.za and mfison@thembisilehanilm.gov.za respectively.

NB: Canvassing in respect of these positions will lead to disqualification of the applicant. If you have not received any correspondence from the municipality within six (6) weeks after the closing date of this advertisement, you should consider your application unsuccessful.

The council reserves the right not to appoint and no correspondence will be entered into. Candidates must be willing to be subjected to background screening and/or security clearance process.

**Mr. DJD Mahlangu
Municipal Manager**