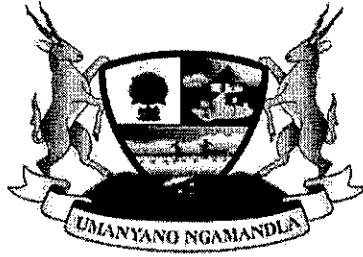


Mbizana Local Municipality

Physical Address
51 Winnie Madikizela
Mandela Street
Postal Address
P O Box 12
Bizana



Office of the Municipal
Manager
Tel: 039 251 0230
Fax: 039 251 0917
lmahlaka@mbizana.org.za

EXTERNAL ADVERTISEMENT

Applicants are hereby invited from suitable qualified individuals to fill the vacant position indicated below:

- | | | |
|-----------|-------------------|-----------------------------|
| 1. | POST | : DRIVER X 3 |
| | TASK GRADE | : 04 |
| | DEPARTMENT | : CORPORATE SERVICES |
| | DURATION | : PERMANENT |
| | SALARY | : R93 879.00 |

MINIMUM REQUIREMENTS

- ✓ Standard 08 or equivalent experience
- ✓ Valid Code 10 Drivers Licence with PDP
- ✓ Physically Fit
- ✓ 4 years relevant experience

KEY PERFORMANCE AREAS:

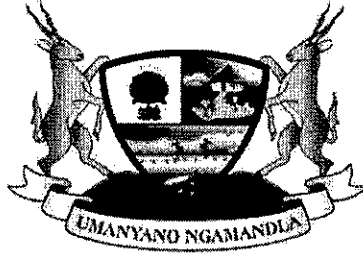
- ✓ Delivering and fetching documents, parcels and other items pertaining to council committees
- ✓ Transporting staff to workshops and meetings
- ✓ The incumbent must ensure that the car/vehicle is always in good condition and is frequently serviced when it is due.
- ✓ Report about faults identified in the vehicle and ensure that it is always clean
- ✓ Sign the logbook whenever the driver goes out and comes back.

- | | | |
|-----------|-------------------|-----------------------------|
| 2. | POST | : HOUSEKEEPER |
| | TASK GRADE | : 03 |
| | DEPARTMENT | : CORPORATE SERVICES |
| | DURATION | : PERMANENT |
| | SALARY | : R91 691.00 |



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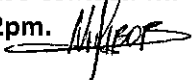
MINIMUM REQUIREMENTS

- ✓ Be a healthy and energetic person
- ✓ Be able to communicate in the local language
- ✓ 2 years cleaning experience
- ✓ Be a resident of Mbizana Local Municipality

KEY PERFORMANCE AREAS:

- ✓ Responsible for cleaning Municipal buildings
- ✓ Making tea for meetings
- ✓ Messenger duties
- ✓ Any other duties assigned by the Supervisor

NB: Mbizana Municipality is committed to affirmative action and Employment Equity Act 55 of 1998.

A covering letter clearly stating the position you are applying for, CV with traceable references, certified copies of certificates, ID and driver's licence must be submitted as part of an applicant's application. All correspondences should be addressed to: The Senior Manager: Corporate Services, Mbizana Local Municipality, P.O. Box 12, Bizana, 4800 or be submitted to the HR Offices during office hours. For more information please contact: **Mr Z.S. Jojimali on 039-251 0230** during office hours.
Closing date: 30 APRIL 2019 @ 12pm. 

CANVASSING OF COUNCILLORS AND OR OFFICIALS WILL DISQUALIFY YOUR APPLICATION, THE MUNICIPALITY RESERVES THE RIGHT NOT TO FILL THESE POSTS.

No faxed or emailed applications will be accepted, applicants who have not been contacted within 30 days after the closing date should know that their applications have been unsuccessful.


Mr L. Mahlaka
MUNICIPAL MANAGER

