



MSUKALIGWA LOCAL MUNICIPALITY



PO Box 48
Ermelo
Mpumalanga Province
South Africa
2350



Civic Centre Building
c/o Kerk & Taute Street
Ermelo
Mpumalanga Province
South Africa
2350

Customer Care Center: 08611 MSUKA [67852]
Main Fax: +27 17 801-3851

Internet: www.msukaliqwa.gov.za
E-Mail: msuka@msukaliqwa.gov.za

CORPORATE SERVICES "IS AN AFFIRMATIVE ACTION EMPLOYER"

Msukaligwa Local Municipality is hereby inviting applications from suitably qualified and competent persons for appointment to the under mentioned position. No applications will be accepted without certified copies of qualifications as set out below

DEPARTMENT OF CORPORATE SERVICES

POSITION	:	CARETAKER – FACILITY MANAGEMENT
REF. NO.	:	101/20
POST LEVEL	:	9
SALARY SCALE	:	R177 217.68 – R196 980.12 pa
QUALIFICATIONS AND REQUIREMENTS	:	Grade 12
EXPERIENCE	:	1 year relevant experience

DUTIES:

1. Attends to the inspection of the facilities and verification of movable assets and reporting to the immediate Supervisor
2. Communicate with the immediate Supervisor on all outstanding priority requirements impacting on the operational requirements.
3. Attending to and accompanying clients intending to check the municipal facilities prior to completing procedures for bookings
4. Interacting with the user in respect of observations of incidents and acts of vandalism during the event and, reporting such to the immediate Supervisor
5. Cleaning of facilities including mixing and using chemical detergents to remove stains/ dirt.
6. Attending to the surroundings, picking up litter and/or sweeping paved areas /walkways.

**NOTE: VETTING IS THE MUNICIPAL PRIMARY SELECTION CRITERIA, THEREFORE THE SUCCESSFUL APPLICANT SHALL BE SUBJECTED TO VETTING
CLOSING DATE 30 December 2020 - @ 12:00**

Applications forms and full detailed information about the advertised position are available on the MSUKALIGWA LOCAL MUNICIPALITY WEBISTE (www.msukaligwa.gov.za), Facebook page and HR Office. Applications forms must be completed and must be accompanied with a covering letter, comprehensive CV, original certified copies of qualifications, ID document, driver's license and the names of three contactable references from current or previous employer must be provided. Applications must be posted / Couriered to Msukaligwa Local Municipality P.O. Box 48, Ermelo, 2350 or hand delivered to the Corporate Services (Records Section), Cnr Kerk and Taute Street, Ermelo, for the attention of Director - Corporate Services

**FOR ENQUIRIES CONTACT HUMAN RESOURCES – MS L.P. MNISI ON 017 801 3584 DURING OFFICE HOURS.
"IF YOU DON'T HEAR FROM THE MUNICIPALITY AFTER THREE MONTHS, CONSIDER YOUR APPLICATION UNSUCCESSFUL"**

(ALL APPLICANTS ARE URGE TO STATE THEIR EMPLOYEE NUMBER ON THEIR CV)

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MS G.J. MAJOLA
MUNICIPAL MANAGER

10/12/20
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DATE