



NOTICE 247 of 2023

The Oudtshoorn Local Municipality which includes the towns of Oudtshoorn, De Rust and Dysseisdorp is situated in the heart of the Little Karoo in the Western Cape. The Municipality strives to provide the best possible services and facilities to its residents, business community, industries, hospitality and tourism sectors.

Candidates with the minimum requirements, necessary integrity and excellent track record may apply for the following position(s) to enhance the town's vision of prosperity for all. **Applicants with a criminal record check report not older than (six) 6 months are requested to attach the outcome report to their application. Applicants with no criminal record check report are requested to attach proof of application for criminal record check to their application.**

2 X TEMPORARY FEMALE GENERAL WORKER - SEASONAL WORK
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DEPARTMENT: PLANNING & DEVELOPMENT SERVICES
DIVISION: CANGO CAVES & RESORTS
3 MONTH CONTRACT
(R 132.67 PER DAY)

REQUIREMENTS

- Basic Literacy
- 0-1 year relevant experience
- Good health and sober habits
- Good communication and interpersonal skills
- Proficient in two (2) of the three (3) official languages in the Western Cape

KEY PERFORMANCE AREAS

- Maintenance of the restrooms, offices, and walking areas
- Replace paper towels and toilet rolls, refill soap and disinfectant containers.
- Dusting and wiping of all furniture, windows sills and skirting.
- Removing rubbish: picking up papers, emptying of dustbins and ashtrays
- Cleaning the plants
- Cleaning floors by washing, mopping, sweeping, and polishing.
- Cleaning windows and glass doors inside and outside using relevant equipment and detergents, e.g., Ladder, Window cleaner, etc.
- Clean the toilets on the 1st, 2nd, and 3rd floors as per schedule.
- Sweep entrance, exit and steps outside and inside of the Cave
- Take off all clay on steps and pathways to avoid becoming slippery; pre-cause of any danger and injuries on tourist routes
- Replacing refuse bags and cleaning of refuse bins with chemicals
- Using chemicals to get rid of bad odors in the Cave
- Workweek is from Monday - Sunday, WHEN NEEDED.



COMPETENCIES

- Functional/Professional competencies: managing work, work place safety, task accountability, quality orientation, oral communication.
- Public Service Orientation competencies: service delivery orientation, interpersonal relationships, communication
- Personal competencies: action orientation, resilience, accountability and ethical conduct, learning orientation, impact and influence, team orientation.

Candidates must be willing to be subjected to an interview, practical and/or written assessment. They must also be aware that previous employers and references may be contacted, and their qualifications, credit and criminal records be verified.

Application must be on the official application form of the Oudtshoorn Municipality and a covering letter accompanied by a comprehensive curriculum vitae and certified copies of qualifications and identity document (not older than three (3) months) as well as particulars of at least three contactable references, must be submitted to: **HR Manager: Transformation & Development, Department Corporate Services, P.O. Box 255, Oudtshoorn, 6620** (submit applications to **Recruitment & Selection**), Oudtshoorn Municipality, Voortrekker Road, Oudtshoorn. Application forms can be downloaded from our website, www.oudtshoorn.gov.za.

CLOSING DATE: 17 November 2023 at 12:00

Please Note: Canvassing will result in automatic disqualification. If you have not been contacted within 30 working days after the closing date of this advertisement, you may assume that your application was unsuccessful. Curriculum vitae's will not be returned. Council reserves the right not to make an appointment. No applications sent via e-mail or fax will be considered.

MR W HENDRICKS

MUNICIPAL MANAGER

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