

**LESEDI LOCAL MUNICIPALITY, GAUTENG
ADVERTISEMENT
INTERNAL/EXTERNAL**

1. Job notice number: **35/ 2017**

Job Title: **PUBLIC PARTICIPATION OFFICER**

Department: **MUNICIPAL MANAGER**

Number of Positions Available: **1**

Remuneration: **TG 10: R212 124 – R275 328 per annum (excl. benefits)**

Appointments requirements: **Matric. Community work experience. Must have a valid driver's licence. Have at least 2/3 years relevant experience.**

Personal Attributes/competencies: **Must be able to work independently and with a team. Must be computer literate and have excellent communication (both written and verbal) and interpersonal skills. Have an understanding of the relevant legislation. Must be able to work under pressure.**

Duties: **Must ensure that key functional requirement related to service delivery and development are planned, aligned and programmed to support the accomplishment of laid down objectives. Be able to raise awareness and ensure maximum public participation into the municipal programmes and projects. Be able to solicit public comments and input and provide information to the public through various platforms and mediums. Must ensure that events and programmes create the desired impact, encouraging communities to participate and benefits from the initiative.**

The successful candidates will be subjected to Personnel Suitability Checks (criminal record, citizenship, qualification and employment verification). Applicants who do not receive confirmation or feedback within 3 (three) months after the closing date, please consider your application unsuccessful. Due to the large volumes of responses anticipated, receipt of applications will not be acknowledged and correspondence will be limited to short-listed candidates only. Successful candidates will be appointed on probation of six (6) months. Applications must be submitted on the prescribed Application for Employment form (obtainable from www.lesedilm.gov.za). The Lesedi Local Municipality is an equal opportunity affirmative action employer. Disabled persons are encouraged to apply. Should applicants be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualifications Authority (SAQA). Lesedi Local Municipality reserves the right to appoint a successful candidate.

Contact person: **Tebogo Tsoku**

Telephone: **016 492 0099**

Applications must be lodged at: **Enquiries
Corner H F Verwoerd and Louw Street
Heidelberg
1438** or **P.O Box 201
Heidelberg
1441**

Closing Date: **3 October 2017**

