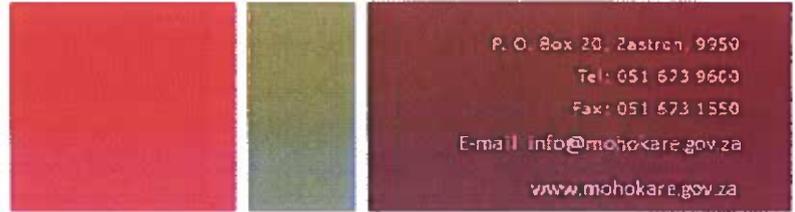




MOHOKARE
LOCAL MUNICIPALITY



Mohokare Local Municipality subscribes to the principles of employment equity act. It is the municipality's intention to promote equity (race, gender and disability) through the filling of this position.

Applications are invited from suitably qualified persons to fill the following position.

LOCAL ADVERT

SPECIAL PROGRAMS OFFICER (1)-ZASTRON

REMUNERATION: R233 628.00 Per Annum (Total Cost to Company)

DURATION: Attached to the term of the Mayor

KEY REQUIREMENTS:

Applicant must be in possession of a Grade 12 Certificate. knowledge of computer (MS Office) will be an added advantage. A sound knowledge of administration and Sound interpersonal relations. Knowledge of community structures.

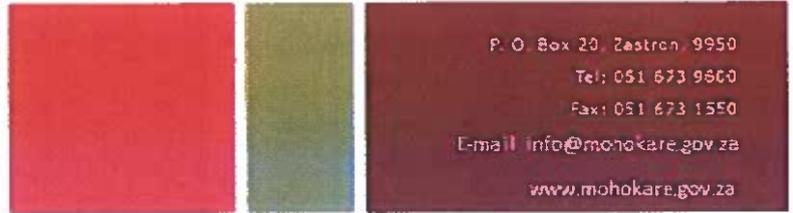
KEY RESPONSIBILITIES:

- Develop and coordinate plans and programs special focus groups.
- Implement programs aimed at supporting and empowering the youth, elderly, women, children and disabled persons.
- Facilitate integration of support programs for focus groupings in Municipal plans and activities and maintain database of such structures and activities.
- Conduct community surveys to determine social development and implementation of programs and projects.
- Facilitate emergency and special campaigns related to vulnerable groups.
- Responsible for linking beneficiaries of special programs with relevant institutions/organizations for support.
- Participate and provide technical input in meetings /workshops concerning functionality of the special programs.

PLEASE NOTE: Canvassing for appointment is highly discouraged and you are further advised that the council has the right to appoint any candidate if it is in view that no suitable candidate could be found.



MOHOKARE
LOCAL MUNICIPALITY



CLOSING DATE: 25th January 2022

For any enquiries contact the Human Resource Department at 051- 673 9600

A comprehensive application letter and CV as well as certified copies of qualifications and identity document must be submitted for the attention of:

Human Resource Manager
DC Matsoso
Mohokare Local Municipality
P.O. Box 20
Zastron,
9950

Faxed, emailed and late applications will not be accepted. The successful candidate will be subjected to the verification of qualifications and any relevant checks and competency assessments.

Applicants are respectfully informed that if no notification of appointment is received within 30 days of the closing date, they must accept that their application was unsuccessful. Correspondence will be limited to shortlisted candidates' only. Mohokare Local Municipality reserves the right to/not to make an appointment to the above advertised position.

PP 
Municipal Manager
Mr. Selby Selepe

