



**MOHOKARE**  
LOCAL MUNICIPALITY



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[www.mohokare.gov.za](http://www.mohokare.gov.za)

Mohokare Local Municipality subscribes to the principles of the 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.

**INTERNAL/EXTERNAL**

**(Fixed-Term Contract linked to the term of the Mayor)**

**Ref No.: CLO/Mayor/07/2025**

**Position: Community Liaison Officer: Office of the Mayor**

**Remuneration: R493,482.60 (Total Cost to Employer)**

**Station: Zastron**

**Date of Publication: 16 July 2025**

**Closing Date: 02 August 2025**

**Key Requirements:**

Have a 3-year National Diploma in Community Based Health Care and Counseling (NQF Level 6/7) or an equivalent related qualification. Have a valid driver's license. Must have at least 3 years working experience.

**Roles and Responsibilities**

Coordinates requirements associated with supporting the organizational and departmental objectives by:

- Arranging educational workshops, contacting the Department of Health and Non-Governmental Organizations to make available facilitators to conduct internal/ external training.
- Planning, implementing, monitoring and evaluating programs together with the community members and Municipality employees.
- Coordinating all health-related activities with the different stakeholders within the Local Municipality with the assistance of the Non-Government Organizations.
- Coordinating educational programs for community organizations and schools in collaboration with the Departments of Health and Social Development.
- Organizing awareness programs and keeping correspondence/records and communications with employees and community members.
- Circulating information internally/ externally, accessed from governmental and non – governmental bodies on specific initiatives and support available to affected persons.
- Providing secretarial support to internal/ external Committees, recording, preparing and

distributing agendas, minutes of discussions and resolutions taken to address problems/constraints.

In order to ensure laid down objectives related to creating awareness and making adequate and capable support available are accomplished.

For enquiries contact the Human Resources division on 060 786 4830. **ONLY MUNICIPAL APPLICATION FORMS** ([www.mohokare.gov.za](http://www.mohokare.gov.za)) fully completed and CV as well as certified copies (not older than 3 months) of qualifications and identity document must be submitted for the attention of:

**Director Corporate Services**

**Ms. LG Ceba**

Mohokare Local Municipality

P.O. Box 20

Zastron

9950

Or Hand deliver application in the nearest Mohokare Municipal Offices. 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.**



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**Mr. M. Mohale**

**Acting Municipal Manager**