



**(INTERNAL & EXTERNAL ADVERTISEMENT)**

**DIRECTORATE: COMMUNITY SERVICES  
DIVISION: COMMUNITY FACILITIES  
SECTION: SWIMMING POOLS  
LOCATION: WORCESTER (DE LA BAT)**

**GENERAL ASSISTANT  
(PERMANENT)**

**SALARY: R 112 722.46 – R 133 085.32 per annum [T3]  
Ref: CS/CF/SP02/0523**

**Job Purpose:** Undertakes activities associated with maintaining the cleanliness of swimming pools and surrounding areas accordance with laid down instructions supporting acceptable standards of service delivery.

**Duties:**

- Receiving verbal instructions from the caretaker on the work programme and/or maintenance and cleaning priorities related to specific facilities.
- Cleaning, maintaining of swimming pools (vacuum, sweeping and brooming etc.)
- Cutting/trimming lawns and verges using hand held machines (bush cutters, lawnmowers, tractors) and/ or tools (shears, lashers) for the clearing of overgrown shrubs.
- Mopping floors and washing/disinfecting ablution units,
- Replacing items (toilet rolls) and checking and reporting defective items to the caretaker for attention.
- Mixing and using chemical detergents to remove stains/dirt from painted or ceramic surfaces.
- Unblock drains or ablution units using specific chemicals and cleaning rods to dislodge/breakdown debris/obstruction and checks functionality of systems.
- Collect and load of materials and equipment at collection points.
- Support the caretaker with crowd control.
- Offload materials (chlorine cylinders etc.) from vehicles at designated areas as instructed.
- Cleaning equipment (bush cutters, lawnmowers, tractors) using specific cleaning aides (brush) and replacing nylon cutting lines and/or checking/replacing fuel to specified levels
- Verbally reporting the condition/status of tools/equipment to the caretaker
- Adhere to all safety procedures.

**Minimum Requirements:** 0 - 1 years' experience required. Basic literacy.

**Other Requirement:** Machine operation skills, Basic life skills, Machine operation skills, Attention to detail, Proficiency in at least 2 of the official languages in the Western Cape.

**Preferred Requirement:** Grade 8 and relevant experience.

**Competencies:** (For detail description of competencies, read competency level 1 from page 522 of the Competency Framework on our website / on this link- <https://bvm.gov.za/download/municipal-staff-regulations-competency-framework/> )

**Functional Competencies:** Performs routine work; Takes basic instruction; Performs digging, sweeping, lifting, packing, cleaning, tea-making, operating levers; and performs basic implements

**Public Service Orientation Competencies:**

Able to understand basic verbal instructions from supervisors and colleagues; Checks own understanding of tasks and expectations to avoid making mistakes; Understands basic technical jargon.

**Personal Competencies:**

Conducts self in accordance with organisational values and Shows willingness to learn new things and acquire knowledge.

**PLEASE NOTE:** *Please read the below conditions carefully, only those who comply with the conditions will be considered*

1. No late applications will be considered.
2. The Municipality is an equal opportunity employer and as such will observe the requirements of the **Employment Equity Act** and its **EE plan**
3. **Note that BVM is using a new Recruitment Portal which is an online portal.**
4. **Only online applications will be accepted.**
5. **To apply in assured confidence, please do so online via the link: <https://bvmjobs.mcidirecthire.com>**
6. **Also attach an updated CV (Including details of at least 3 contactable WORK REFERENCES and the relevant numbers), certified copies of qualifications, and covering letter.**
7. Any candidate appointed at the **Breede Valley Municipality** will sign an employment and performance agreement that will be subject to probation monitoring and performance monitoring in accordance with the Local Government : Municipal Staff Regulations.
8. **For enquiries contact the Human Resources Office at 023 348 4961 or on email address: [ssatarein@bvm.gov.za](mailto:ssatarein@bvm.gov.za) / [mntukulo@bvm.gov.za](mailto:mntukulo@bvm.gov.za) / [mmbiza@bvm.gov.za](mailto:mmbiza@bvm.gov.za)**
9. Canvassing with Councillors or any other decision-maker is not permitted, and proof thereof will result in disqualification.
10. Fraudulent qualifications documentation will immediately disqualify any applicant.
11. If you have not heard from us within 60 days of the closing date, please accept that your application has been unsuccessful.

All applications should reach us by **02 June 2023 at 13:00.**

**The Municipality reserves its right not to make an appointment.**