

**EROSION PROTECTION AT HEX RIVER
ZWELETEMBA: WORCESTER – PHASE 2**

VACANCY: COMMUNITY LIAISON OFFICER (CLO)

JOB DESCRIPTION: Will act as a liaison officer for the Contractor to facilitate information flow to the community and other stakeholders. The successful candidate will be from Zwelethemba, Worcester.

REQUIREMENTS: - Must reside within the Zwelethemba Township. - Must be able to communicate, read and write in English. – Must be able to communicate two of the following three languages (Afrikaans, English, Xhosa). – Preferably have previous experience as CLO –Must know the area of the district. - Must be currently unemployed. - Grade 12 certificate with basic computer literacy.

DUTIES:

1. To be available during construction working hours.
2. Communicate daily with the Contractor to determine the labour requirements regarding labour numbers and skills.
3. To identify possible labour disputes and to assist in their resolution.
4. Attend all meetings with the community and labour if required to be present.
5. Attend site meetings to report on the local community labour involvement.
6. To identify, screen and nominate labour from the labour pools provided by the community per the Contractor's requirements.
7. To inform labour of the conditions of temporary employment and employment termination.
8. To attend disciplinary proceedings and to ensure that hearings are fair and reasonable.
9. To keep a daily written record of interviews concerning community liaison.
10. To keep a daily written report of all local labour used on the project.
11. Assist the Contractor with general administrative duties as required onsite.

REMUNERATION: Temporary employment @ R 44.79/hr (BCCEI)

To apply, please deliver hard copies of your CV, certified copies of qualifications, ID document, and cover letter at Zwelethemba Library as of Friday, 27th of January 2023, during office hours 09h00 – 17h00. Tender box will be provided.

Alternatively, applicants can submit their CV, certified copies of qualifications, ID document, and cover letter to zweletemba@jvzconstruction.co.za before the closing date.

No faxed applications will be accepted.

The closing date is Friday, 3rd of February 2023, at 12h00.

Applicants who do not receive any response within two days of the closing date must know that their applications have been unsuccessful.