

LETSEMENG RAAD/COUNCIL

Privaatsak/Private Bag X3
KOFFIEFONTEIN
9986



FOON/PHONE:
(053) 33 00200
FAKS/FAX:

(053) 205 0144
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Letsemeng Local Municipality comprises of the following town; Koffiefontein, Luckhoff, Oppermansgronde, Petrusburg and Jacobsdal. It subscribes to the principles of affirmative action and all accompanying regulations that seek to address the imbalance of the past. The administrative Office of the Municipality are situated at Koffiefontein; which is 135 km South of Bloemfontein.

MAYOR'S OFFICE

PUBLIC PARTICIPATION OFFICER

(Fixed Term Employment Contract aligned to the term of Office of the Current Mayor)

Remuneration: Negotiable (Total cost to Employer)

Purpose: To control specific administrative and support arrangements in respect of engaging and encouraging community participation; to manage all participation programs/ projects; to identify needs resource and interventions of the public participation programmes to ensure successful implementation of public participation programmes; to prioritize the public participation programmes to ensure Council meets its target in terms of the IDP, budget and year plans; to coordinate the activities of the Ward Committees; to facilitate outreach programmes in collaboration with relevant stakeholders or sectors departments.

Requirements: Senior Certificate- relevant tertiary qualifications in Developmental Studies will be added advantage

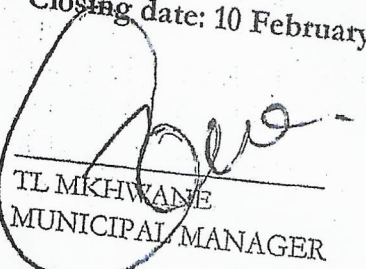
Preferred minimum experience: Driver's license, writing skills, Computer literacy and sound knowledge of legislative process at the Municipal level

Interested candidates should submit their detailed CV's with contactable references, certified copies of original certificate with a covering letter to: Manager: Human Resource, Mr S Qwelane, Letsemeng Local Municipality, 07 Groottrek Street, Koffiefontein 9986.

Only shortlisted candidates will be contacted and if you are not contacted within 30 days after the closing date, please consider your application unsuccessful. Faxed, emailed or late applications will not be accepted.

Any enquires can be directed to Manager: Human Resources, Mr SG Qwelane during office hours at (053) 3300 205

Closing date: 10 February 2021


TL MKHWANE
MUNICIPAL MANAGER