



**Thembisile Hani Local Municipality invites suitably qualified applicants for the following vacant positions**

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**SOCIAL SERVICES DEPARTMENT**

**GENERAL ASSISTANT X3**

**Ref: THLM/SS/06**

**Work Station: Social Services**

**Term of Office: Permanent**

**Salary: R 131,215 pa. (Excluding benefits)**

**Task Grade 4.1**

**Requirements:** Basic Literacy, 0 -1 years' experience required

**Competencies:** Oral Communication, Work Place Safety

**Key responsibilities:** Takes basic instructions, adhere to all safety requirements during work schedules, perform basic daily routine functions including cleaning, sweeping and mopping, wiping and dusting surfaces, cleaning the kitchen and washing utensils and other related duties. Reporting defective items to the immediate superior for attention.

**Candidates applying for these positions must meet the core-competencies as set out in the Local Government: Municipal Staff Regulation No.45181 of 20 September 2021**

Applications must be submitted on the prescribed "**General application**" form obtainable from the HR Office/Municipal website: [www.thembisilehanilm.gov.za](http://www.thembisilehanilm.gov.za). An application should include a comprehensive CV with at least three contactable references. Certified copies (not older than six months) of qualifications & ID document/card can be submitted to: The Municipal Manager: Thembisile Hani Local Municipality, Private Bag x 4041 Empumalanga 0458 or can be deposited at Thembisile Hani Local Municipality Stand No 24 Mthombomuhle (Kwaggafontein 'C') in a Marked Drop Box for vacancies. No faxed or e-mailed applications will be accepted.

**Failure to fill and sign the prescribed application form will automatically disqualify the applicant.**

Thembisile Hani Municipality is an equal opportunity, affirmative Action Employer and all appointment made will be in accordance with the Employment Equity Act. Preference will be given to suitable qualified designated groups in accordance with the Municipal Employment Equity Plan.

**CLOSING DATE: 12 March 2024 @ 16H00**

**Enquiries to Human Resources: Tjia NP or Mfiso NA at 013 986 9169**

**NB:** Canvassing in respect of these positions will lead to disqualification of the applicant. If you have not received any correspondence from the municipality within six (6) weeks after the closing date of this advertisement, you should consider your application unsuccessful.

**The council reserves the right not to appoint and no correspondence will be entered into. Candidates must be willing to be subjected to background screening and/or security clearance process.**

**Mr. DJD Mahlangu  
Municipal Manager**