

# KNYSNA MUNICIPALITY



Applications are hereby invited from suitably qualified individuals with enthusiasm for the following career opportunity in our dynamic organisation:

**FIELDWORKER: HOUSING  
INTEGRATED HUMAN SETTLEMENTS  
DIRECTORATE: PLANNING & DEVELOPMENT**

**Task Level 6**

**R116 184 to R150 744 (Basic Salary)**

**R196 526 to R238 484 (Total Cost to Council)**

**Applicable Municipal benefits apply**

**THE INCUMBENT WILL BE REQUIRED TO PERFORM THE FOLLOWING KEY PERFORMANCE AREAS:**

- Surveys to collect data for housing projects
- Negotiations with beneficiaries to relocate to services sites
- Following up outstanding subsidy applications
- Attend project meetings
- Assists clerks to solve problems with beneficiaries
- Distribute notices
- Assist technical officer to identify erf beacons

**MINIMUM QUALIFICATION AND REQUIREMENTS:**

Grade 12

Valid Code B drivers licence

Computer literacy

1 year's relevant experience

Effective communication skills in at least two of the three Western Cape official languages

Ability to work independently

All applications will be considered but in terms of its Employment Equity Plan the municipality would prefer to appoint an African, Coloured, Indian or White female or Indian Male, if a suitable candidate in that category can be identified.

**DIRECTION TO CANDIDATES:**

All applicants **MUST** complete a Knysna Municipality application form. Applications must be accompanied by a comprehensive CV with certified copies of qualifications (**not older than 3 months**), copies of training, experience, competency and previous employment record. Canvassing for appointment is strictly prohibited and any confirming thereof will disqualify the candidate.

Application forms are obtainable from Reception at the Main Municipal Offices in Clyde Street, Knysna and the Municipal website: [www.knysna.gov.za](http://www.knysna.gov.za). Completed applications should be forwarded to the Human Resource Department, P O Box 21, Knysna, 6570 or Fax Number (044) 3026333 or email: [vacancies@knysna.gov.za](mailto:vacancies@knysna.gov.za).

**Please note:** Correspondence will **ONLY** be entered into with shortlisted candidates.

**CLOSING DATE: 28 AUGUST 2018**

**JB DOUGLAS**

**ACTING MUNICIPAL MANAGER**

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