

# **ADVERT FOR COMMUNITY LIAISON OFFICER (CLO)**

**Closing Date:** Wednesday 20 December 2023 at 12H00

Applications are hereby invited for the appointment of the following position:

## **COMMUNITY LIAISON OFFICER (CLO)**

On the following project:

### **CONTRACT No. C1205**

#### **THE PERIODIC MAINTENANCE OF MAIN ROAD 291 FROM THE INTERSECTION WITH TRUNK ROAD 32/1 (km 0.00) TO BONNIEVALE (KM 8.99)**

This is a temporary contract position for the duration of the construction period, which is estimated to be approximately ten months (10) months.

#### **Qualifications**

The applicants must be literate, preferably with a matric certificate, have good communication skills and be proficient in three (3) languages of the area (English, Xhosa & Afrikaans).

The functions of the CLO include:

1. to keep forums and the communities informed on the progress of the project;
2. to liaise between the Municipality, communities and the contractor
3. to keep the Contractor informed on relevant community affairs and possible grievances;
4. to manage the recruitment of workers and/or local subcontractors;
5. to assist the Contractor's supervisory staff in the management of the workers;
6. to report weekly and monthly to the Contractor, Municipality and the community structures with respect to achievement of socio-economic development targets
7. to certify that each approved beneficiary has completely been relocated to their respective allocated sites.

#### **Minimum Requirements**

- Passed Standard 12 (Matric)
- Read and write Afrikaans/ English/Xhosa
- Good Communication
- Resides within Ward 4 of the Langeberg Municipality
- Acquainted with community
- Must know the dynamics of the previously disadvantaged areas in Ward 4 and ward 8
- Must have experience with working in the community of Ward 4, Ward 8
- Must be reliable and accountable
- Must be currently unemployed
- Must have experience or skills in conflict resolution
- Must have some understanding of construction industry and be able to communicate with Contractors, Sub Contractors and workers on site

**A CURRICULUM VITAE SHOULD BE SUBMITTED BY DROPPING IT IN THE  
INFORMATION BOX AT LANGEBERG MUNICIPALITY: 28 MAIN ROAD, ASHTON  
(AT THE FRONT DESK)**

**THE CLOSING DATE FOR APPLICATIONS IS, WEDNESDAY, 20 DECEMBER 2023 @ 12:00**