

Okhahlamba municipality is an equal opportunity, affirmative action employer. It is our intention to promote representativity (in terms of race, gender and disability).

### **Housing Facilitator**

**Salary: R118 835.04 – R154 266.28 Per Annum (Benefits includes: Medical Aid, Pension fund, Housing Allowance and 13<sup>th</sup> cheque**

#### **REQUIREMENTS:**

- Matric certificate
- Computer literacy
- Appropriate Diploma/ National Diploma in Facilitation/ Management / Development / Project Management
- Code B Driver's License

#### **REQUIRED SKILLS**

- Project Management Skills
- Community meetings facilitation skills
- Profiling of community Housing need and computer skills

#### **RESPONSIBILITIES**

- Disseminating necessary information to internal and external stakeholders and development agents
- Attending and responding to day-to-day queries from the Okhahlamba Community regarding housing development
- Assisting with the identification, conceptualizing and initializing of housing projects in conjunction with the Housing Manager and Okhahlamba Community
- Identifying role-players required for successful implementation of new projects.
- Interacting with development committees, social compacts and identified communities.
- Conceptualizing and managing the relocation of beneficial communities to new projects
- Attending Housing Meetings
- Compiling and submitting reports to the Housing Manager on progress of Housing Projects
- Submitting Reports to the Housing Manager
- Perform any other Housing activities as instructed by the Housing Manager

**Enquiries in respect of the above position should be directed to the Housing Manager: Mr ME Khumalo @ 036- 448 8000/8007 during office hours**

**Comprehensive Curriculum Vitae, together with certified copies of qualifications, ID copy and the form for application of employment available on the municipal website, should be sent to:**

**OKHAHLAMBA MUNICIPALITY  
P.O. BOX 71  
BERGVILLE  
3350**

The closing date for applications is **14 October 2016, 12H00**. If you have not heard from us within 30 days of the closing date, you should regard your application as unsuccessful.

*Should you not be contacted within 30 days from the closing date, your application should be deemed to have unsuccessful.*

**SD SIBANDE  
MUNICIPAL MANAGER**