



TSWELOPELE

LOCAL MUNICIPALITY

A MUNICIPALITY IN PROGRESS

Tswelopele Local Municipality is an equal opportunity and affirmative action employer and requires the services of a suitable qualified persons with relevant experience to fill the following vacancy. Persons designated in terms of applicable legislations as historically disadvantaged individual as well as people with disabilities are encouraged to apply:

HEALTH AND SAFETY OFFICER

REQUIREMENTS ⇒ Tertiary qualification in the fields of Occupational Health & Safety ♦ Minimum 2-3 years relevant experience ♦ In depth understanding and knowledge of legislative requirements, acceptable practices and procedures ♦ Computer and system literacy ♦ Experience in a local authority or public sector environment will be advantageous ♦ To facilitate the processes and activities with regard to occupational health and safety and employee wellness measures and procedures to ensure compliance and a safe working environment within the municipality

RESPONSIBILITY / DUTIES ⇒ Render an Occupational Health and Safety support service to ensure compliance to legislation ♦ Monitoring compliance with the Occupational Health and Safety Legislation, Municipal Safety, Health and Environmental Standards, Policies and Procedures to ensure the reduction of health and safety risks ♦ Participate in the development and review of municipal policies and practices, including occupational health, safety and environment ♦ Establish and maintain a safe and healthy work environment to ensure compliance ♦ Provides employee wellness service in respect of employees experiencing psycho-social, marital, alcohol/drug abuse, and other wellness related problems ♦ Conducting Health and Safety Audits and Conducting hazard identification and Risk Assessments ♦ Conducting, in collaboration with departmental heads, Safety and Risk Inspections ♦ Ensure the municipality complies with the requirements of the Occupational Health and Safety Act ♦ Ensure occupational health and safety training courses are presented and accidents are investigated.

SALARY ⇒ T11/1 R24 115 p/month

BENEFITS ⇒ Normal fringe benefits applicable to a Grade 2 municipality.

CLOSING DATE ⇒ 16 August 2022 @12:00

Further information please contact Mr MN Makwetla, Tel 051 853 1111.

Please Note:

1. Further enquiries please contact the Director Community Services at, Tel 051 853 1111.
2. **Applications on the prescribed official form**, with a comprehensive CV and Certificates, should be forwarded to: The Acting Municipal Manager, PO Box 3, Bultfontein 9670. *Application forms are available from the official website [www.tswelopele.gov.za] and from the reception desks.*
3. Correspondence will only be entered with shortlisted candidates. If not contacted within 30 days after the closing date, applicants should regard their applications as having been unsuccessful. Tswelopele Municipality reserves the right not to make any appointment.
4. Fraudulent qualifications / documentation / driver's licence, will immediately disqualify any applicant. A candidate who canvasses any councillor for preference will be disqualified from the selection process or from appointment.
5. Faxed or e-mailed applications will not be considered.

BP DIKOKO
ACTING MUNICIPAL MANAGER
26 July 2022