



Contact Person:
Louis Myburgh



Cell:
0826597167



E Mail:
louis-projects@outlook.com



Address:
39 Wychwood Avenue
Linkside
Port Elizabeth, 6045

POST: COMMUNITY LIASON OFFICER (CLO) – WILLOWMORE BOREHOLE WELLFIELD DEVELOPMENT

Hereby invites applicants from candidates of Willowmore to fill the above-mentioned post during the construction stage of the project.

The Community Liaison Officer must be able to communicate in two of the following languages (Afrikaans, English or Xhosa) and must at least have a Grade 12 (Matric) qualification and be proficient in excel and word. The Community Liaison Officer must be a resident in Willowmore and be known and respected by the Community. Affirmative Action and Employment Equity will apply with the appointment of the Community Liaison Officer.

The duties of the Community Liaison Officer will be as follows:

- To be available on site daily between the hours of 07h00 and 17h00 and at other times as the need arises.
- To communicate daily with the Contractor to determine the labour requirements with regard to numbers and skill.
- To attend all meetings in which the community and/or labour is present or is required to be represented. In particular, he/she will attend the first part of the monthly site meeting to report on the local community labour involvement.
- To ensure that the required labour force is made available timeously to the Contractor. The Municipality will be responsible for the identification, screening and nominating of labour from the community.
- To consult on all decisions regarding local problems and any matter of importance that, in any way be relevant to the Contractor.
- To keep a daily written record of his/her interviews and community liaison.
- To provide written reports to the contractor and relevant stakeholders.
- To work in close co-operation with the Main Contractor.
- To Keep all EPWP sheets up to date.

The remuneration and terms of service of the Community Liaison Office will be discussed during the interview.

Applications accompanied by a CV, must be handed in at the Willowmore Municipal Office @ Portia Devos, **not later than Friday the 21st August 2026** for the attention of Mr. L Myburgh – CCS JV

No electronic or post mail and late applications will be considered.

Regards,

Louis Myburgh