

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

**Closing Date: TUESDAY, 12 AUGUST 2025 @ 12H00**

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

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

On the following project:

### **CONTRACT NO. C1215**

### **PERIODIC MAINTENANCE OF DR1770, DR1775, DR1782 AND OP7207 – PLETTENBERG BAY**

This is a temporary contract position for the duration of the construction period, which is estimated to be approximately four months (4) 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 sub-contractors.
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 and
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 2 - 7 of the Bitou Municipality
- Acquainted with community
- Must know the dynamics of the previously disadvantaged areas in Ward 2 - 7
- Must have experience of working in the community of Ward 2 - 7
- Must be reliable and accountable
- Must be currently unemployed
- Must have experience or skills in conflict resolution
- Must have some understanding of the construction industry and be able to communicate with Contractors, Sub-Contractors and workers on site

**PARTICIPANTS THAT ARE ELIGIBLE CAN EMAIL THEIR CV TO  
RAGIEMA@OWSCIVILS.CO.ZA**

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