



POST PW-HM/1: HANDYMAN X 2

DURATION: PROJECT LINKED FIXED-TERM CONTRACT

SALARY: NEGOTIABLE

CENTRE: VARIOUS WATER TREATMENT AND WASTE WATER TREATMENT PLANTS WITHIN WESTERN CAPE.

2 x Handyman(Caledon Office for sites support)

Overberg Water is a Water Board established in terms of section 28 of Water Services Act, (No 108 of 1997) and is classified as Government Business Enterprise as per Schedule 3B of the Public Finance Management Act (No. 1 of 1999) as amended.

Main duties/responsibilities

- Ability to read, interpret and convey manual and electronic data.
- Assist with general maintenance, ground keeping, housekeeping of premises
- Handling and transportation of water quality samples, chemicals and other heavy materials or equipment.
- Complete work procedures forms, time-sheets, stock-sheets, log-sheets, job cards, and other associated reporting forms
- Repairing of pipe-bursts, cleaning of reservoirs, sediment tanks and filters.
- Clearing, processing and disposal of grass, reedbeds, sludge and other foliage or waste
- General cleaning, repair and maintenance of the purification plant, scheme offices and buildings.
- Carry out other building maintenance activities.
- Keep inventory of all plant consumables required for operational activities, housekeeping, and any other activities identified within the plant
- Carry out reasonable and lawful instructions given by the line manager or supervisor within the ambit of the position taking into account competencies and operational requirements
- Safeguard of the plant assets at Public Works sites
- Adhere to related statutory and regulatory requirements for water and waste water facilities
- Although based at specific facility, incumbents may need to rotate/travel to other sites and/or areas based on business operational demands

Experience and Qualifications:

- Grade 12 or Matric and/or relevant training
- Job references from previous supplier will be evaluated as equivalent
- Unendorsed code B driver's licence a must
- Excellent communication, writing and people skills
- Ensuring ethical standards adherence to statutory requirements of all legislations
- Willingness to work shifts/standby and physical fits, weekend, holidays
- Minimum of two (2) years handyman/general assistant or related experience as a general worker preferably in water or related facilities

Skills:

- Microsoft Office skills (Word, Excel, PowerPoint and Outlook), desired
- Mathematics literacy
- Small Maintenance Skills, advantageous
- Good verbal and written communication
- Health and safety basic skills
- Quality orientated
- Daily Plant Maintenance skills
- Basic power-driven tools and machinery repairs
- Attention to details and quality

- Reporting
- Sober habits

PLEASE TAKE NOTE:

Applicants must submit a comprehensive CV, certified copies of qualifications, Identity Document, Drivers licence. Please forward your application quoting the relevant reference number. No late applications will be accepted. Overberg Water Board reserves the right not to fill the position. **Applicants will undergo verifications on Qualifications, experience and criminal check**

Interested candidates can forward an application with all of the necessary documentation to <https://overbergwater-agencies.ib.skillsmapafrica.com/co.za> before 17h00 **on Tuesday, 31 August 2021**.

If you have not heard from us within thirty (30) days of the closing date, please accept that your application was unsuccessful. Overberg Water is committed to Employment Equity and persons from the designated groups will receive preference.

OVERBERG WATER BOARD