City of Johannesburg
Pikitup

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VACANCY CIRCULAR 011/2023: PERMANENT GENERAL WORKER POSITIONS (300)

Date of the advert: 29 .11. 2023 **Closing Date for application: 13.12.2023**

Position : General Workers (Street Cleaning /Stacking/Sweeping/Lane Flushing/Carcass Removal/Bin Delivery)

Department : Operations

Location : Various Depots

Remuneration: R 9 531,55. (Basic salary, excluding benefits)

Reporting to : Team Leader

The purpose:

To carry out relevant cleaning and/or refuse bin delivery-related tasks. These tasks can include any one or more of Street Cleaning, Stacking, Sweeping, Lane Flushing, Carcass Removal and/or Bin Deliveries and other general duties.

Key Responsibilities:

- ✓ Street Cleaning and Sweeping.
- ✓ Collect all material and equipment needed to perform the day's work
- ✓ Clean designated area/streets using a broom and shovel and place refuse in bags.
- ✓ Transport refuse bags to pavement using a trolley.
- ✓ Clean all bins.
- ✓ Report all incidences relating to safety, equipment and injuries to team leaders.
- ✓ Report complains and queries to the team leaders.
- ✓ Begin litter picking (including pavements) in same area, once street has been swept and cleaned.
- ✓ Litter pick one side of the street first and then the other side, using appropriate tools (bag and trolley); cleaning all litter: Clean one side at a time - do not criss-cross streets.
- ✓ Liaise with members of the public, service users and officials of other departments, ensuring prompt resolution of complaints and queries.
- ✓ Draw out the correct number of bags from the store and distribute them accordingly.
- ✓ Get acquainted with the designated area.
- ✓ Distribute bags to consumers, according to services.
- ✓ Collect refuse bags and place them on the trolley for stacking.

Non-Executive Directors: Ms. T Kutumela, Mr T Mokwena, Mr. M Radebe, Ms. S Nkwanyana, Ms. D Majavu, Ms. N Sekoba, Mr. M Ndlhovu, Mr. N Marota, Mr. H Shi, **Board Chair:** Mr. M Nedzamba, **Managing Director:** Ms. B Njingolo, **Chief Financial Officer:** Mr. L Matsila, **Company Secretary:** Ms C Louw. **Registration Number:** 2000/029899/07. **Auditor:** Auditor General of South Africa

- ✓ Proceed to stacking point and offload bags; ensuring bag opening faces the road and bags are stacked in prescribed manner.
- ✓ Clear all spillage when bag breakage occurs.
- ✓ Stack all refuse bags and remove boxes.
- ✓ Collect new/replacement bins from central stores and load them on to the bin delivery truck.
- ✓ Check/ report damaged refuse bins before leaving central stores.
- ✓ Make an entry into the bin delivery register of all the refuse bin serial numbers.
- ✓ Offload new/replacement refuse bins at place of delivery. Collect damaged refuse bin(s) in exchange for the bin being delivered and load them onto the delivery truck.
- ✓ Ensure that customers sign for the delivery and are issued with a copy of delivery receipt.
- ✓ Repeat procedure until all refuse bins scheduled for delivery are delivered.
- ✓ Ensure daily tasks are completed
- ✓ And any other tasks as may be delegated by the supervisor

Minimum Requirements:

- √ Grade 10
- √ Must be physically and mentally fit
- √ No criminal record
- √ Must be South African
- √ Police Clearance
- √ Reside within City of Johannesburg

Minimum Experience:

- √ **12 months relevant or similar experience**

Required Competencies: Knowledge:

- √ Knowledge of relevant tools, equipment and procedures
- √ Understanding of relevant legislation; knowledge of relevant company procedures.

Particulars of advertiser:

Please take note that only online applications will be considered. Kindly apply by using the link below:

https://share-eu1.hsforms.com/1QBxrGTMsS3GqeyZFbzR_6wew554

Applicants must submit their CV together with certified copies of identity document, qualifications and police clearance.

- Pikitup reserves the right not to fill any vacancies.
- Correspondence will only be entered into with shortlisted applicants. Should you not hear from us within **six weeks** after the closing date of the advert please consider your application unsuccessful.
- By submitting your application for a position at Pikitup, you are consenting that the personal information submitted as part of your application may be used for the purposes of Recruitment and Selection and related processes.

PIKITUP IS AN EQUAL OPPORTUNITY EMPLOYER AND IS COMMITTED TO EMPLOYMENT EQUITY PRINCIPLES AND REDRESSING THE IMBALANCES OF THE PAST. APPLICATIONS ARE WELCOME FROM

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ALL DESIGNATED GROUPS (AFRICAN, COLOURED AND INDIAN MALES, ALL FEMALES & PERSONS WITH DISABILITIES

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