

# Vacancy: Community Liaison Officer (CLO)

**Project Name: Sandton BRT Station**

**WARD NUMBER 103,109 and 91**

The Johannesburg Development Agency (JDA) is seeking to appoint a

Community Liaison Office(CLO) for the **Sandton BRT Station**

The primary role of the CLO is to ensure that the local community derives maximum benefit from this construction project by providing relevant labour (skilled, semi-skilled and unskilled) to the project.

## Key Performance Areas:

- Communication between key stakeholders on the project.
- Identify and facilitate availability of local resources to meet main contractor's needs.
- Compile and continuously update database of local resources.
- Keep the contractor and JDA aware of community affairs and dynamics.
- Assist the contractor's supervisory staff in the management of workers.
- Report monthly in the site meetings to the Contractor, JDA and community structures with respect to progress on reaching local labour targets, training and the equity status of employees.

## Requirements:

- The candidate must have matric certificate or equivalent qualifications.
- Must be able to communicate, read and write in English and local languages.
- Must be reliable and accountable.
- Must know the area well.
- Must be a resident of ward **103,109 or 91**
- Must be currently unemployed.
- Should be prepared to work under difficult conditions.
- Should have skills in conflict resolution.
- Should have an understanding of construction and be able to communicate with contractors and sub-contractors.
- Should not be a contractor.

**All applicants must submit their CV at Region E offices, Corner Daisy Street and Grayston Drive**

**Time: Weekdays (Monday to Friday).**

**Drop in the box between 09:00 and 15:00, From : 15<sup>th</sup> April 2021 until 23<sup>rd</sup> April 2021**

**Closing date: 23<sup>rd</sup> of April 2021**

