



LOCAL MUNICIPALITY OF LEKWA

The Lekwa Local Municipality with its seats in Standerton, invites applications from qualified, motivated and innovative individuals for the following positions to become part of and join a dynamic and growth orientated Local Authority.

EXTERNAL ADVERTISEMENT
DEPARTMENT: CORPORATE SERVICES
POSITION: OFFICE CLEANER X10
PERMANENT POSITION
LOCATION: STANDERTON
Reference number: MP305/CS/OC/10
Salary: R198 403.49 per annum. Task Grade 06

Minimum Requirements

- Grade 10
- 1-2 years' relevant experience
- Basic knowledge of cleaning materials, equipment and safety procedures.
- Good communication and interpersonal skills.
- Ability to work independently and as part of a team.
- Good physical health and ability to perform manual duties.
- Ability to maintain cleanliness and hygiene standards in offices and municipal facilities.
- Must be reliable, punctual and trustworthy

Key Performance Areas

- Cleaning offices, corridors, boardrooms, kitchens, ablution facilities and other municipal buildings.
- Sweeping, mopping, vacuuming and dusting designated work areas.
- Emptying refuse bins and disposing of waste appropriately.
- Maintaining cleanliness of windows, furniture and office equipment.
- Replenishing cleaning materials and consumables when required.
- Reporting damages, defects and maintenance issues to the supervisor.
- Ensuring compliance with Occupational Health and Safety requirements.
- Assisting with preparation and cleaning of venues for meetings and events.
- Writing down breakages or shortages and reporting same to supervisor to take further action for recovery of costs from the hirer.

Inherent requirements

- Physical fitness; Stamina; Attention to detail; Time management; Reliability; Basic cleaning knowledge; Communication skills; Strong sense of responsibility and team orientation

Please note:

1. Interested applicants meeting the requirements are requested to forward an application form, comprehensive Curriculum Vitae, together with originally certified copies of qualifications and identity documents to **The Acting Municipal Manager, (Attention Human Resources Manager)**
2. Applications must be hand delivered at the Ground Floor, Old Mutual Building , 19c Church Street, Standerton.
3. Faxed or e-mailed and late applications will not be considered.
4. Correspondence will only be entered into with shortlisted candidates Applicants who have not been contacted within sixty (60) days of the closing date should consider their applications unsuccessful
5. Lekwa Local Municipality reserves the right not to make any appointment.
6. The submission of an application gives Lekwa Local Municipality the right to make inquiries necessary to obtain information regarding the applicant's background. Such enquiry will include current and previous employers, criminal record as well as academic institutions. Should you be in possession of a foreign qualification, it must be accompanied by an evaluation certificate from the South African Qualifications Authority (SAQA)
7. Canvassing Councillors and officials for the appointment is strictly prohibited and will automatically disqualify the applicant.
8. People from previously disadvantaged groups and people with disability are encouraged to apply &
9. The application for employment form obtainable from the lekwa local municipality website at www.lekwalm.gov.za must be completed.
10. For further enquiries please contact the Acting Human Resources Administration Officer, Ms P. Lubisi at 017 712 9830

Notice: 33//2026

Closing date for applications: 25 August 2026


T. MTSHISELWA
ACTING MUNICIPAL MANAGER