

**DIRECTORATE: TECHNICAL SERVICES**

**POSITION : ARTISAN ASSISTANT/BRICKLAYER**  
**SECTION : PUBLIC WORKS**  
**REFERENCE : TECH/ARTB/06/11/24**  
**REMUNERATION : IN ACCORDANCE WITH JOB LEVEL 11-10 OF**  
**MERAFONG CITY LOCAL MUNICIPALITY(R 203 351.00 PER ANNUM,**  
**EXCLUDING BENEFITS)**

**REQUIREMENTS:** Grade 12 • 0-1 year experience required or studying towards a trade certificate.

**RESPONSIBILITIES:** General maintenance work, predominantly in the bricklaying trade to buildings and plant also in civil/ building trades as and when required. • Collecting, preparing, loading, delivery and off-loading of materials to and from place to work as when required. • Erecting scaffolding, equipment, workshops, stores and sites where work is performed. • Safety awareness, store duty, asset control and minor administrative tasks. • Carrying out other tasks as delegated by the Supervisor from time to time. • Maintaining and repairing building faults. • Compiling material quantities. • Maintaining the government buildings. • Keeping job records a compile progress reports. • Assisting with bricklaying work to create and maintain structures. • Assisting in pointing and internal block work as directed. • As directed by the Line Manager to assist with storage, lifting, fetching supplies, unload and check deliveries. • undertaking tasks to assist bricklayer generally. • Identifying hazards, defects and the need for adjustment or repair; to ensure compliance with agreed codes, law, working practices and health and safety. • Liaising with Line Manager and other site workers and performing jobs as and when they are required., in accordance with contract/agreed requirements and within agreed time limits. • Ensuring compliance to agreed codes, legislation, and procedures including health and safety. • Maintaining accurate worksheets and records/documentation associated with your work. • immediately report problems/failures that may impact on the organisation. • Adhering to all organisation policies and procedures, including those relating to hygiene, respect for other team members, time keeping and flexibility. • Assisting on major jobs repair and services as required. • cleaning and keeps work area clean.

**COMPTENCIES:** **Core professional competencies** • Managing Work • Planning and Organising • Quality Orientation • **Functional Competencies** • Working Place Safety • Discipline Specific Skills • **Public Service Orientation Competencies:** Interpersonal Relationships • Communication • Service Delivery Orientation • Customer Orientation and Customer Focus • **Personal Competencies:** Action Orientation • Resilience • Accounting and Ethical Conduct • Learning Orientation.