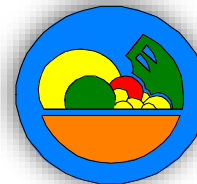




# GREATER TZANEEN MUNICIPALITY VACANCY



The following position is advertised, and applicants are invited to apply

## CORPORATE SERVICES DEPARTMENT

### 3X CALL CENTRE OPERATOR

**Remuneration: R177 352. 20 all-inclusive 12 months fixed term contract non renewable**

**Job Purpose:** To perform customer call centre operations.

**Key Performance Areas:** The Call Centre Operator must ensure that the daily work is done to satisfaction and to achieve the objectives of Council ♦ Assist with handling queries regarding all municipal services and accounts in line with Batho-Pele Principles ♦ To handle professionally all inbound and outbound calls ♦ Issue complainants with reference numbers ♦ To log accurately all customer calls and refer them timeously to the relevant department.

**Requirements:** ♦ Grade 12, experience in Marketing, or customer care or relevant qualification ♦ Good interpretation and communication skills ♦ Knowledge and understanding of Batho-pele principles.

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***Applications on the compulsory prescribed application form and indemnity form (www.greatertzaneen.gov.za), a comprehensive CV and copies of certified certificates and ID copy should be addressed to: Municipal Manager, Greater Tzaneen Municipality, P.O. Box 24, TZANEEN, 0850***

Fraudulent qualifications or documents will immediately disqualify any application. A candidate who canvasses any councillor and/or senior official for preference will be disqualified immediately from the selection process or from any appointment. Short-listed applicants will be screened for criminal records and /or any pending criminal cases.

Applicants who are not invited for an interview should regard their applications as unsuccessful. Council at all times reserves the right not to appoint.

**Closing date: 06 March 2025 at 15:00    Enquiries: Mr TE Selowa (015) 307 8284/ 8006**

Greater Tzaneen Municipality is an equal opportunity employer and as such will observe the requirements of the Employment Equity Act and its EE Plan.

**MR D MHANGWANA – MUNICIPAL MANAGER**