

<b><u>ENQUIRIES</u></b>	:	Ms. Mtswene PV Tel No: (015) 294 3395, Ms. Mothapo RL Tel No: (015) 294 3235 or Ms. Kgobe MA Tel No: (015) 294 3587
<b><u>POST 23/64</u></b>	:	<b><u>GENERAL WORKER: ADMINISTRATION SUPPORT SERVICES (X3 POSTS)</u></b>
<b><u>SALARY CENTRE</u></b>	:	R131 265 per annum (Level 02) Capricorn South Ref No: LDARD 32/5/2024 (X1 Post) Mopani North Ref No: LDARD 33/5/2024 (X2 Posts)
<b><u>REQUIREMENTS</u></b>	:	Grade 10/ABET/AET Level 4 or equivalent qualification. Basic numeracy. Knowledge, Competencies and Skills: Knowledge of cleaning procedures and gardening principles. Ability to operate basic garden equipment and machinery. Knowledge of maintenance of relevant equipment. Good interpersonal relations Be able to work in a team. Be able to perform manual work. Show commitment and loyalty. Must be punctual, productive and show good behaviour towards customers. Communication skills.
<b><u>DUTIES</u></b>	:	Maintain premises and surroundings. Maintenance and safekeeping of gardening equipment. Moving furniture and equipment as required. Removing garbage and empty boxes. Assist in receiving stock and goods. Reporting losses/damage to equipment. Loading and offloading of goods.
<b><u>ENQUIRIES</u></b>	:	Capricorn District: Ms. Sebatjane LD Tel No: (015) 632 8609, Ms. Moeti M Tel No: (015) 632 8619 Mopani District: Ms. Malatji MA Tel No: (015) 812 3210 or Ms. Chaka NS Tel No: (015) 812 2275.
<b><u>POST 23/65</u></b>	:	<b><u>GENERAL WORKER: FACILITIES AND RECORD MANAGEMENT REF NO: LDARD 34/5/2024 (X1 POST)</u></b>
<b><u>SALARY CENTRE</u></b>	:	R131 265 per annum (Level 02) Vhembe District
<b><u>REQUIREMENTS</u></b>	:	Grade 10/ABET/AET Level 4 or equivalent qualification. Basic numeracy. Knowledge, Competencies and Skills: Knowledge of cleaning procedures and gardening principles. Ability to operate basic garden equipment and machinery. Knowledge of maintenance of relevant equipment. Good interpersonal relations Be able to work in a team. Be able to perform manual work. Show commitment and loyalty. Must be punctual, productive and show good behaviour towards customers. Communication skills.
<b><u>DUTIES</u></b>	:	Maintain premises and surroundings. Maintenance and safekeeping of gardening equipment. Moving furniture and equipment as required. Removing garbage and empty boxes. Assist in receiving stock and goods. Reporting losses/damage to equipment. Loading and offloading of goods.
<b><u>ENQUIRIES</u></b>	:	Mammburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963 2007
<b><u>POST 23/66</u></b>	:	<b><u>GENERAL WORKER (REDLINE GATE/ GUARD/FENCE PATROLER REF NO: LDARD 35/5/2024 (X3 POSTS)</u></b>
<b><u>SALARY CENTRE</u></b>	:	R131 265 per annum (Level 02) Vhembe District
<b><u>REQUIREMENTS</u></b>	:	Grade 10/ABET/AET level 2 or equivalent qualification. Knowledge, competencies, and skills: Basic literacy and numeracy. Able to read and write. Knowledge of security services. Communication Skills. Good interpersonal relations. Report writing.
<b><u>DUTIES</u></b>	:	To perform routine manual farming activities. Control over Movement of cloven hooved animals. Stop, register, and search vehicle from the redline area. Check meat, dairy product, dung, grass, hides, skins, etc. Confiscate all product listed in (ii) above. Open and close the gate. Report confiscated products to the supervisor for further attention. Conduct fence patrol. Routine check of the redline fence. Repair of fence breakage. Trace animal track along the redline fence. Clear bushes along the redline fence. Control over quarantined animals. Check permit for animal quarantined. Liaise with the Animal Health Technician for inspection. Keep records. Keep permits register. Keep register for quarantined animals. Keep register for vehicle movement.
<b><u>ENQUIRIES</u></b>	:	Mammburu TD Tel No: (015) 963 2005 or Rathogwa MM Tel No: (015) 963 2007