

Erratum

CAREER OPPORTUNITIES: INTERNAL / EXTERNAL ADVERTISEMENT

Central Johannesburg TVET College would like to invite suitable qualified, innovative, result-orientated and self-driven candidates to apply for the following positions:

Post Description	Assistant Store Keeper X 4
Salary Level	SL2
Salary Notch	According Dhet salary scale
Duration	Four (4) Months only
Post reference	CJC/Smit/2021
Centre	Smit Campus
Minimum Requirement	Grade 12 qualification, Good communication skills. Critical thinking. Working well in a team, Self-motivation. Being flexible. Determination and persistence. Being a quick learner. Good time management, computer literate will be an advantage
Key Responsibilities	<p>The recommended incumbent should be able to perform the following duties:</p> <ul style="list-style-type: none"> - Keep records to maintain inventory control, Issue material according to the requirements. - Inspect deliveries for damage or discrepancies and report those to the supervisor. - Cleans kitchen work areas, wash tables, meat blocks wash work tables, meat blocks, cupboards, walls and appliances, equipment, utensils and dishes. Sweep and mop floors, and perform other duties to assist cook and kitchen staff. Remove and clear kitchen garbage. Stock refrigerators, cupboards and salad bars, keep records of the quantities of food used. clean and sanitize kitchen areas including, work surfaces, cupboards and storage areas, as well as dispose of kitchen garbage Taking stock and assisting with inventory control. Any food that is left over must be properly labelled and stored
Enquiries	Ms Muriel Maluka – (011) 351 6000
Postal/Hand delivered to:	<ul style="list-style-type: none"> - Application must be directed to the following e-mail address: recruitment26@cjc.edu.za. All applications must reach the Campus on or before the closing date: 16 September 2021, Time: 16h: 00. Applicant must complete Z83 form which is obtainable from any Public Service Department. Application must be accompanied by comprehensive CV, recently certified copies of relevant qualifications or transcripts (not older than six (6) months)) and an ID document. Please note that no faxes or posted applications will be accepted. Applications must be submitted online.
General Instructions	<ul style="list-style-type: none"> - The College is an equal opportunity affirmative action employer and reserves the right not to fill the vacant advertised post, and to verify the qualifications of all shortlisted candidates prior to or after the issuing of an offer of appointment. The Salary is determined according to the Department of Higher Education and Training salary scales. People with disabilities are encouraged to apply. <p>All applicants must consider their applications to be unsuccessful if not contacted within 60 days after the closing date.</p>