



**PARKING ATTENDANT**  
(Ad-hoc basis)

**Front of House**  
**BAXTER THEATRE CENTRE**



The Baxter Theatre Centre seeks to appoint two Parking Attendants on an ad-hoc basis for appointment commencing 1 February 2019. The successful candidates will carry out Parking Attendants duties such as manage the parking area during the evenings, weekends, special events and occasional morning shifts.

**Requirements:**

- A matric certificate (NQF 4 level) or equivalent qualification.
- A friendly disposition coupled with sound interpersonal and communication skills (verbal and written).
- Fluency in English and at least one other official language.
- The ability to work well under pressure.
- Alertness and the ability to think quickly.
- Excellent customer service skills.
- Be prepared to work on a shift-basis as well as in the evenings, over public holidays and weekends.

**Responsibilities:**

- The parking attendant job entails standing at the entrance boom of the Baxter Theatre Centre, issuing Baxter parking tickets and collecting the standard parking fee and reconciling the takings.
- In addition, the parking attendant will need to provide parking instructions/guidance/ assistance to patrons as they arrive at the Theatre.

The rate of pay per hour is R38.10

**To apply**, please e-mail the below documents in a **single pdf file** to Dale Griebelaar at [Dale.Griebelaar@uct.ac.za](mailto:Dale.Griebelaar@uct.ac.za)

- UCT Application Form (download at <http://forms.uct.ac.za/hr201.doc>)
- Cover letter, and
- Curriculum Vitae (CV) a maximum four-page CV (no certificates)

Please ensure the title and reference number are indicated in the subject line.

An application which does not comply with the above requirements will be regarded as incomplete. Only shortlisted candidates will be contacted and will be required to undergo a competency test.

**Telephone:** 021 685 7880 / 021 680 3967

**Website:** [www.baxter.co.za](http://www.baxter.co.za)

**Reference number:** E90104

**Closing date:** 15 January 2019

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UCT reserves the right not to appoint.