



# TECHNICAL ASSISTANT

## Department Michaelis School of Fine Art Faculty of Humanities

The Michaelis School of Fine Art is seeking to appoint a Technical Assistant on the Hiddingh Campus as soon as possible. The successful incumbent will assist students in the technical production of their creative work and assist academic staff in the teaching and demonstration of a range of technical processes and sculpting techniques. The job also requires the management and maintenance of studios and workshops, as well as the ordering of supplies and equipment.

### Requirements:

- Technical proficiency in bronze casting, mould-making and/or ceramics and kiln firing skills;
- Trade or Technical workshop qualification in metal working, woodworking and/or equivalent industry experience;
- A minimum of 3 years relevant industry experience;
- Computer literacy in using Microsoft Office and Excel, as well as email and web usage.

### Competence in the following would be a distinct advantage, or would need to be acquired over time:

- Technical proficiency in various forms of metal work and welding;
- Technical proficiency in the area of carpentry and woodwork;
- Digital manufacturing skills such as CAD/CAM.

### Responsibilities:

- Liaising with staff on current and future projects, and assist students with technical and manual aspects of their project work;
- Maintaining the equipment in all sculpture related spaces;
- Stocktaking and ordering of materials, consumables and equipment;
- Compliance with, and promotion of Health and Safety in the workshops;
- Where appropriate assist with handy-work in and around the school during the year e.g. setting up exam spaces, maintaining and moving of furniture and equipment.

The annual cost of employment in 2018, including benefits (*where applicable*), is between R 272 543 and R 320 639.

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

- UCT Application Form (download at <http://forms.uct.ac.za/hr201.doc>)
- Cover letter, and
- Curriculum Vitae (CV)

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 may be required to undergo a competency test.

**Telephone:** 021 650 711

**Website:** [www.michaelis.uct.ac.za](http://www.michaelis.uct.ac.za)

**Reference number:** E80206

**Closing date:** 16 February 2018

*UCT is committed to the pursuit of excellence, diversity and redress in achieving its equity targets. Our Employment Equity Policy is available at <http://www.uct.ac.za/downloads/uct.ac.za/about/policies/eepolicy.pdf>. For this post we seek particularly to attract Black South African candidates*

UCT reserves the right not to appoint.