



SEMI-SKILLED ASSISTANTS: PLUMBING

(Payclass 06)

P&S Maintenance Department (Upper Campus)

Properties and Services

We invite applications from suitably qualified and experienced persons for this permanent position in the Upper Campus Maintenance Department, for appointment as soon as possible.

We are seeking to appoint a responsible, energetic person who is highly motivated and who is able to use their initiative. The successful incumbent will be based in the Upper Campus Maintenance Department on Upper Campus. The Upper Campus Maintenance Department is responsible for maintaining, repairing and replacing all fixed services and assets on the Upper Campus. The Semi-Skilled Assistant will report to and will be required to assist the Technical Inspector.

Minimum Requirements:

- Matric or an equivalent technical qualification (NQF level 4) and at least 5 years' relevant experience in plumbing maintenance work **OR**
If qualified by experience at least 7 years' recent experience preferably in a Maintenance/Construction Department.
- A valid code B Driver's License.
- Be medically fit, experiencing no difficulty with walking, hearing, eyesight, climbing steps or entering confined spaces with no fear of heights.
- The flexibility to work according to the Upper Campus Maintenance Departments operational hours and be available after hours in instances of emergency.
- Knowledge of The Occupational Health and Safety Act No 85 of 1993.

Advantageous:

- Experience at higher education institution will be highly advantageous.
- A friendly disposition coupled with sound interpersonal and good communication skills (verbal and written).
- A strong sense of customer service.
- Alertness and the ability to think quickly in an emergency.
- Computer literacy with basic proficiency in MS Excel and Outlook.
- The ability to multi-task, work in a team or on an individual basis with minimum supervision.
- The ability to cope in a highly stressful environment.

Responsibilities:

- Perform all repairs of fixes to specific building services i.e. replacing of toilet seats, repairing of flushing mechanisms, shutting off/re-opening of stop cocks pressure relief valves, unblocking of gutters and down pipes and leaking washers.
- Liaise with all out-tasked contractors in the specified discipline and provide feedback to the Technical Inspector.
- Conduct inspections.
- Request client feedback on behalf of the Technical Inspector for debriefing purposes.
- Perform any other duties, which may arise.

The annual cost of employment, including benefits, is negotiable between R192 251 and R226 177 per annum.

To apply, please e-mail the below documents in a **single pdf file** to Nadine Adriaanse-Petersen nadine.adriaanse-petersen@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.

Please note: the appointable candidates will be required to undergo a pre-placement medical test.

Telephone: 021 6503151
Reference number: E81155

Website: www.uct.ac.za
Closing date: 11 December 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>

UCT reserves the right not to appoint.