

**THE PRESIDENCY**

*The Presidency is an equal opportunity, affirmative action employer. It is our intention to promote representivity (race, gender and disability). The candidature of persons whose transfer/appointment will promote representivity will receive preference. Candidates with disabilities are encouraged to apply. Candidates will be subjected to a security clearance up to the level of "Top Secret".*

**APPLICATIONS** : Hand deliver at Government Avenue, Union Buildings, Pretoria or email [Cleaner@presidency.gov.za](mailto:Cleaner@presidency.gov.za)

**FOR ATTENTION** : Ms Kefilwe Maubane

**CLOSING DATE** : 14 September 2018

**NOTE** : Applications must be submitted on form Z83 and should be accompanied by certified copies of qualifications, ID as well as a comprehensive CV in order to be considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Correspondence will be limited to successful candidates only. If you have not been contacted within 3 months after the closing date of this advertisement, please accept that your application was unsuccessful. Shortlisted candidates will be subjected to a pre-employment screening and a Top Secret security vetting to determine the suitability of a person for employment. Failure to submit the requested documents will result in your application not being considered.

**OTHER POST**

**POST 35/73** : **CLEANER**  
Directorate: Corporate Support Services

**SALARY** : R96 549 per annum (Level 02)

**CENTRE** : Cape Town

**REQUIREMENTS** : Applicants must be in possession of an ABET qualification and experience in the cleaning of a Prestige environment will be an advantage. Basic literacy, numeracy and communication skills. Be able to read and write. Must have the ability to operate elementary cleaning machines and equipment. Willing to work extended hours, when necessary. Must be physically able to move heavy items (i.e. loading of steel trunks, moving furniture and disposing shredded paper), which would be tested during the interview process.

**DUTIES** : The incumbent will be responsible to provide a proper cleaning and hygiene services at public areas, store rooms and offices to ensure a clean and hygienic environment. Assist with the moving, loading and off-loading of official assets to ensure services requested by other units are rendered and to assist with the moving of ceremonial equipment and laying of red carpets to ensure that services are rendered during state and official visits. Assist with work related matters within the Directorate in cases of absenteeism and emergencies within and outside the working areas to ensure that services are rendered. Assist with the cleaning of official assets used at offices, public areas, meetings and state visits (ceremonial equipment, glassware and linen). Performing and assisting with team work. Responsible for the storing of cleaning materials and equipment and for the cleaning of the equipment. Report broken official assets. Request cleaning materials and equipment from stores for cleaning. Report building defects in the working areas.

**ENQUIRIES** : Ms B Mahlangu Tel No: (021) 464 2240