GOVERNMENT PRINTING WORKS

The Government Printing Works is an equal opportunity, affirmative action employer. It is intended to promote representivity through the filling of these posts. The candidature of persons whose appointment/transfer/promotion will promote representivity will receive preference.

APPLICATIONS: All applications must be forwarded to: The Branch: Human Resources, Government Printing Works, 149 Bosman Street, Pretoria or Private Bag X85, Pretoria, 0001

FOR ATTENTION: Ms M Mbokane, Human Resources Tel No: 012 748 6296

CLOSING DATE: 11 March 2019, 12 noon.

NOTE: Applications must be submitted on form Z83 (obtainable from any Public Service Department or download it from www.gpwonline) and must be completed in full and page 2 duly signed; Clear indication of the post and reference number that is being applied for must be indicated on your Z.83, A recent comprehensive CV specifying all qualifications and experience with respective dates. Certified copies of qualifications, ID and a valid driver’s license (where required), must be attached.

It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the South African Qualifications Authority (SAQA). The Government Printing Works reserves the right to fill or not fill its advertised posts.

General information: Shortlisted candidates must be available for interviews at a date and time determined by the Government Printing Works. Shortlisted candidates for SMS posts will be subjected to a technical exercise that intends to test relevant technical elements of the jobs; the logistics of which will be communicated by the Government Printing Works. Following the interview and the technical exercise, the Selection panel will recommend candidates to attend a generic management competency assessment (in compliance with the DPSA Directive on the Implementation of Competency-based assessments). The competency assessment will be testing generic managerial competencies, using the mandated DPSA SMS competency assessment tools. Personnel suitability checks will also be administered as a part of the selection process. Successful candidates will be required to enter in an employment contract and performance agreement (as relevant), and must obtain a positive security clearance. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.

ERRATUM: Kindly note that the post of Driver (Heavy Vehicle) with Ref No: (GPW 19/10) advertised in Public Service Vacancy Circular 06 dated 15 February 2019, the requirements should read: “Valid code 14 driving license with PDP”. We apologies for the inconvenience caused, and the closing date has been extended to 15 March 2019.

OTHER POSTS

POST 07/04: ARTISAN (PRODUCTION) GRADE A (ELECTRICAL) REF NO: (GPW 19/11)

SALARY: R179 523 per annum

CENTRE: Pretoria

REQUIREMENTS: Grade 10 or equivalent qualification plus a completed apprenticeship in Electrical, Knowledge of commercial printing processes and Grade 12 will be an added advantage.

DUTIES: The ensuring of proper maintenance, installations, operation, repair and testing of commercial or printing electrical equipment, Maintenance of general electrical equipment for e.g. lighting, distribution board and power reticulation, Preventive maintenance of printing equipment, Adhere to all planned and corrective maintenance, Report any machine/equipment deficiencies, Adhere to occupational health and safety practices and promote good housekeeping on an ongoing basis.

ENQUIRIES: Mr K Rahlogo Tel No: (012) 748 6312
**POST 07/05**

**ARTISAN (PRODUCTION) GRADE A (MECHANICAL) REF NO: (GPW 19/12)**

**SALARY**

R179 523 per annum

**CENTRE**

Pretoria

**REQUIREMENTS**

Grade 10 or equivalent qualification plus a completed apprenticeship in Mechanical, Knowledge of commercial printing processes and Grade 12 will be an added advantage.

**DUTIES**

The ensuring of proper maintenance, installations, operation, repair and testing of commercial or mechanical printing equipment, Maintenance of general Mechanical printing Equipment, Preventive maintenance of printing equipment, Adhere to all planned and corrective maintenance, Report any machine/equipment deficiencies, Adhere to occupational health and safety practices and promote good housekeeping on an ongoing basis.

**ENQUIRIES**

Mr K Rahlogo Tel No: (012) 748 6312

**APPRENTICESHIP PROGRAMME**

**NOTE**

Applications must be submitted on form Z83 (obtainable from any Public Service department) and must be completed in full and page 2 duly signed, Clear indication of the apprenticeship and reference number that is being applied for must be indicated on your Z83 form, A recent, comprehensive CV, certified copies of grade 12/Senior Certificate and ID must be attached. Government Printing Works is contributing towards skills development by providing unemployed youth with opportunities to be trained in the printing environment through apprenticeship programme. Applications are invited from all candidates who are between the ages of 18-35 who would like to participate in the apprenticeship programme to obtain an accredited qualification as Artisans in the trade Mechanized Soft-cover and Hard-cover Bookbinding. Important note: All apprentice will be allocated a mentor and will be stationed in Pretoria, Successful candidates will be offered a three year contract in line with the SETA requirements to prepare them successfully for both theory and practical until they complete a trade test and receive their qualification, Shortlisted candidates must be available for the interviews and competency assessment on a date that will be determined by the Government Printing Works, All Apprentices will be required to sign an Agreement with GPW for the duration determined by GPW.

**OTHER POST**

**POST 07/06**

**MECHANIZED SOFT-COVER AND HARD-COVER BOOKBINDING REF NO: (GPW 19/13) (X10 POSTS)**

**STIPEND**

R117 621 per annum

**CENTRE**

Pretoria

**REQUIREMENTS**

Senior Certificate/ Grade 12 or equivalent qualification

**ENQUIRIES**

Mr L Mpofu Tel No: (012) 748-6278