

**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 V Maja, Tel No: 012 764 3912 / Ms L Pale Tel No: 012 764 3976
- CLOSING DATE** : 19 April 2022 (16:00 noon)
- NOTE** : Applications must be submitted on the prescribed form Z83 (NB. The new application for employment form can be downloaded at [www.dpsa.gov.za/vacancies](http://www.dpsa.gov.za/vacancies), the old prescribed application for employment form Z83 was withdrawn with effect from 31 December 2020) and must be completed in full with page 2 duly signed, and clear indication of the reference number on the Z 83. A recent comprehensive CV specifying all qualifications and experience with respective dates, Copies of qualifications, ID and a valid driver's license (where required), must be attached. Such copies need not to be certified when applying for a post. Only shortlisted candidates will be required to submit certified documents on or before the day of the interview. It is the responsibility of applicants in possession of foreign qualifications to submit evaluated results by the South African Qualifications Authority (SAQA). 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, which might be virtual at a date and time determined by the Government Printing Works. Shortlisted candidates for SMS posts will be subjected to a technical exercise, which might be virtual that intends to test relevant technical elements of the jobs; by the Government Printing Works, 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.

**OTHER POST**

- POST 12/12** : **ARTISAN (SPECIALISED PRODUCTION) (MECHANISED BINDING) (GPW22/11)**
- SALARY** : R290 967 per annum
- CENTRE** : Pretoria
- REQUIREMENTS** : Grade 10 or equivalent qualification plus a completed apprenticeship and passed Trade test in Mechanized Craft Bookbinding. Five years post qualification experience. Knowledge of various bookbinding equipment such as the Guillotine, Folding, Book sewing machine, Hard cover and softcover binding machines, Craft binding and any other binding and finishing related machine; quality conscious. Knowledge and adherence to Health and Safety procedures and regulations, Willingness to work extended hours and shifts.
- DUTIES** : Responsible to adjust, run and maintain world class mechanised binding production equipment. Provide technical knowledge and advice to Printers Assistant and Artisans on binding equipment for troubleshooting and technical problem solving purposes. Play a key role in maintaining quality standards. Train learners and Artisans. Ensure quality assurance. Assist and perform scheduled operator maintenance on binding equipment.
- ENQUIRIES** : Mr TH Khumalo Tel. (012) 748-6329