

**DEPARTMENT OF HIGHER EDUCATION AND TRAINING  
Gauteng Province (Central Johannesburg TVET College)**

**OTHER POSTS**

<b><u>POST 07/33</u></b>	:	<b><u>EXAM OFFICER: (4 POSTS)</u></b>
<b><u>SALARY CENTRE</u></b>	:	R325 101 per annum (Level 07) plus benefits as provided in the public service Alexandra Ref No: CJC/ALE/007/2026 (1post) Langlaagte Ref No: CJC/LAN/008/2026 (1post) Parktown Ref No: CJC/ PT/009/ 2026, (1post) Smit Street Ref No: CJC/ SMT/010/ 026 (1 Post)
<b><u>REQUIREMENTS</u></b>	:	National Senior Certificate/ Grade 12/ Standard 10. Recognised National Diploma (NQF 6) in Education/ Administration or equivalent qualification). 1-2 years' experience in administering examination services / teaching and learning environment / related field. Competencies and attributes: Knowledge of White Paper on PSET Act, Knowledge of the Public TVET sector and its regulatory and legislative framework. Knowledge and understanding of the Higher Education sector. Knowledge and understanding of COLTECH system, TVETMIS, and ITS Knowledge of practice notes, national, provincial policy frameworks relevant to Education, Training and Development. Knowledge of Skills Development Act, Public Service Regulations and Public Service Act, Labour Relations Act.
<b><u>DUTIES</u></b>	:	Coordinate internal and external examination assessment services. Coordinate and conduct training of Invigilators, Markers and Data Capturers. Ensure compliant examination venues. Order and administer examination stationery and answer books. Administer receipt and distribution or submission of examination materials to marking centres and DHET. Manage and administer examination permits. Facilitate examination and Irregularity Committee for the Campus and serve as a Secretariat. Process application and issuing of certificate services. Provide administration support for the examination unit. Supervise staff. Issue results and certification. Organise and construct the filing system as required. Assist lecturers with ITS. Ensure accuracy of information capture test and year marks as well as attendance of learners. Record, organise, store and retrieve related information and documents. Perform any other duty related to the post.
<b><u>ENQUIRIES APPLICATIONS</u></b>	:	Mr MB Khakhu at <a href="mailto:khakhum@cjc.edu.za">khakhum@cjc.edu.za</a> Tel: (011) 351 6000
<b><u>NOTE</u></b>	:	All applications are to be submitted via online application link to <a href="https://cjcz83.ngnscan.co.za/apply">https://cjcz83.ngnscan.co.za/apply</a> . Scanned Applications must consist of: - (a) a duly completed and signed on line version of Z83 form, stating the post you are applying for and the relevant reference number, (b) a recently updated CV. The communication from HR Department regarding the requirements for certified documents will be limited to shortlisted candidates. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. Incomplete applications or applications received after the closing date will not be considered. A complete set of application documents should be submitted separately for every post you wish to apply for. Set of scanned documents must be attached separately for each post you wish to apply for as per the online application form. Failure to submit the requested documents will result in your application not being considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). No emailed, faxed, posted or hand delivered applications will be considered. The college reserves the right to withdraw the posts at any time. Communication will only be entered into with the shortlisted and successful candidates. All shortlisted candidates may be subjected to qualification and citizen verification, etc. If you are not contacted after 60 days of the closing date of the applications, please consider your application unsuccessful. The Central Johannesburg TVET College is an equal opportunity employer.
<b><u>CLOSING DATE</u></b>	:	13 March 2026 at 23:59
<b><u>POST 07/34</u></b>	:	<b><u>CAMPUS ADMINISTRATOR (X2 POSTS)</u></b>
<b><u>SALARY CENTRE</u></b>	:	R325 101 per annum (Level 07) plus benefits as applicable to the public sector Alexandra Campus Ref No: CJC/ CAD/011/ 2026

<b><u>REQUIREMENTS</u></b>	: Langlaagte Campus Ref No: CJC/CAD/012/2026 National Senior Certificate/ Grade 12/ Standard 10 or NQF Level 4. National Diploma (NQF 6) in Office Management and Technology/ Public Management/ Business Management or relevant qualification. 3 years relevant experience in administrative environment. Computer literacy (MS Word, MS Excel and MS Power Point). Valid Driver's license. Knowledge of Office administration. Knowledge of Public Service legislations and policies. Knowledge and understanding of TVET administration. Understanding of the Higher Education sector. Understanding of corporate governance. Employment Equity Act, Public Service Regulations and Public Service Act. Labour Relations Act. Understanding cost centre budgetary, expenditure and cash flow management. Skills: reporting writing, communication and interpersonal. Client oriented. People management. Problem solving. Team leadership.
<b><u>DUTIES</u></b>	: Render administrative support services to the Campus. Draw up a campus enrolment plan for all college programs. Gather departmental information and compile report(s) for Campus management. Prepare reports, presentations and other correspondence. Arrange meetings, conferences, workshops and other gatherings as required. Provide secretarial support services to campus management. Coordinate leave forms and submit to central office. Coordinate PMDS and IQMS and submit to central office. Follow up and resolve all Human Resource administration queries and issues emanating from campus staff. Monitor the attendance register for staff. Coordinate the compilation of duty registers and payment for part-time lectures. Support the implementation of college staff wellness programme at campus level. Provide procurement services. Recommend purchase requisitions to Campus Manager. Coordinate and submit invoices to central office for processing. Maintain proper filing system. Assist in registration of students. Store student portfolios of evidence and student records. Ensure proper administration of inventory. Scan documents of students. Capture and reconcile information for students.
<b><u>ENQUIRIES</u></b>	: Mr MB Khakhu at <a href="mailto:khakhum@cjc.edu.za">khakhum@cjc.edu.za</a> Tel: (011) 351 6000
<b><u>APPLICATIONS</u></b>	: All applications are to be submitted via online application link to <a href="https://cjc83.ngnscan.co.za/apply">https://cjc83.ngnscan.co.za/apply</a> .
<b><u>NOTE</u></b>	: Scanned Applications must consist of: - (a) a duly completed and signed on line version of Z83 form, stating the post you are applying for and the relevant reference number, (b) a recently updated CV. The communication from HR Department regarding the requirements for certified documents will be limited to shortlisted candidates. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. Incomplete applications or applications received after the closing date will not be considered. A complete set of application documents should be submitted separately for every post you wish to apply for. Set of scanned documents must be attached separately for each post you wish to apply for as per the online application form. Failure to submit the requested documents will result in your application not being considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). No emailed, faxed, posted or hand delivered applications will be considered. The college reserves the right to withdraw the posts at any time. Communication will only be entered into with the shortlisted and successful candidates. All shortlisted candidates may be subjected to qualification and citizen verification, etc. If you are not contacted after 60 days of the closing date of the applications, please consider your application unsuccessful. The Central Johannesburg TVET College is an equal opportunity employer.
<b><u>CLOSING DATE</u></b>	: 13 March 2026 at 23:59
<b><u>POST 07/35</u></b>	: <b><u>DRIVERS: (4 POSTS)</u></b>
<b><u>SALARY CENTRE</u></b>	: R193 359 per annum (Level 02) plus benefits as applicable I the public sector : Alexandra Ref No: CJC/ALE/013/2026 : Smit Ref No: CJC/SMT/014/2026 : Riverlea Ref No: CJC/RIV/015/2026 : Parktown Ref No: CJC/PKT/016/2026
<b><u>REQUIREMENTS</u></b>	: Grade 10 / Std 8 qualification. A valid code 08 drivers licence. 7-12 months relevant experience. Knowledge: Knowledge of relevant legislation, prescripts, policies and procedures. Knowledge of procedure for motor maintenance of motor vehicle. Knowledge of storage requirement. Knowledge of messenger

services. Knowledge of routing office support i.e. registry. Knowledge of secondary function of making copies. Knowledge of procedure to operate the motor. Knowledge of procedure to obtain trip authorization. Knowledge of completion of log book of the motor vehicle. Knowledge of writing of fuel consumables. Knowledge of writing of kilometres services. Skills: Driving, reading, writing, fixing/ changing flat tyres and cleaning of vehicles.

**DUTIES** : Drive light and medium motor vehicles to transport passengers and deliver other items (mail and documents). Do routine maintenance on the allocated vehicle and report defects timely. Complete all the required and prescribed records and log books with regard to the vehicle and the goods that you handle. Render a clerical support to the relevant office. Provide a messenger service in the relevant office. This would, inter alia, entail assisting in the registry; assist with photocopying and faxing document as well as collecting and delivering documentation and related items in the college.

**ENQUIRIES** : Mr MB Khakhu at [khakhum@cjc.edu.za](mailto:khakhum@cjc.edu.za) Tel: (011) 351 6000

**APPLICATIONS** : All applications are to be submitted via online application link to <https://cjc83.ngnscan.co.za/apply>.

**NOTE** : Scanned Applications must consist of: - (a) a duly completed and signed on line version of Z83 form, stating the post you are applying for and the relevant reference number, (b) a recently updated CV. The communication from HR Department regarding the requirements for certified documents will be limited to shortlisted candidates. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. Incomplete applications or applications received after the closing date will not be considered. A complete set of application documents should be submitted separately for every post you wish to apply for. Set of scanned documents must be attached separately for each post you wish to apply for as per the online application form. Failure to submit the requested documents will result in your application not being considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). No emailed, faxed, posted or hand delivered applications will be considered. The college reserves the right to withdraw the posts at any time. Communication will only be entered into with the shortlisted and successful candidates. All shortlisted candidates may be subjected to qualification and citizen verification, etc. If you are not contacted after 60 days of the closing date of the applications, please consider your application unsuccessful. The Central Johannesburg TVET College is an equal opportunity employer.

**CLOSING DATE** : 13 March 2026 at 23:59

**POST 07/36** : **CLEANER SUPERVISOR: (2 POSTS)**

**SALARY** : R193 359 per annum (Level 04) plus benefits as applicable to the public sector

**CENTRE** : Riverlea Campus Ref No: CJC/CS/017/2026

: Smit Street Campus Ref No: CJC/CS/018/2026

**REQUIREMENTS** : National Senior Certificate/ Grade 12/ Standard 10. 1-2 years Supervisor experience in cleaning service environment. Must have good interpersonal attributes. That is to say, the supervisor must be someone that gets along easily with people (easily approachable). Must be outstanding when it comes to organization and coordination of humans and their activities. Must display a high level of integrity due to the fact that he/she may be in a position to take care of people's personal belongings. Excellent decision-making. Must have ability and willingness to work as part of a team, most importantly, lead a team. Recruitment process for this role may include a pre-employment assessment test to screen applicants. Knowledge of facilities policies. Knowledge of relevant legislation, prescripts. Policies and procedures. Knowledge of hygiene, requirement of storage and equipment.

**DUTIES** : Oversee the work activities of cleaners. Establish cleaning schedules / rosters and also assigns cleaners to different duties. Provide and allocate cleaning resources. Manage and ensure the maintenance of cleaning material and equipment. Make requisitions and issue cleaning materials. Compile and submit reports. Recommend and carry out changes in cleaning procedures. Ensure the general cleanliness of Campus facilities. Conduct meetings with cleaning Staff.

**ENQUIRIES** : Mr MB Khakhu at [khakhum@cjc.edu.za](mailto:khakhum@cjc.edu.za) Tel: (011) 351 6000

**APPLICATIONS** : All applications are to be submitted via online application link to <https://cjc83.ngnscan.co.za/apply>.

- NOTE** : Scanned Applications must consist of: - (a) a duly completed and signed on line version of Z83 form, stating the post you are applying for and the relevant reference number, (b) a recently updated CV. The communication from HR Department regarding the requirements for certified documents will be limited to shortlisted candidates. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. Incomplete applications or applications received after the closing date will not be considered. A complete set of application documents should be submitted separately for every post you wish to apply for. Set of scanned documents must be attached separately for each post you wish to apply for as per the online application form. Failure to submit the requested documents will result in your application not being considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). No emailed, faxed, posted or hand delivered applications will be considered. The college reserves the right to withdraw the posts at any time. Communication will only be entered into with the shortlisted and successful candidates. All shortlisted candidates may be subjected to qualification and citizen verification, etc. If you are not contacted after 60 days of the closing date of the applications, please consider your application unsuccessful. The Central Johannesburg TVET College is an equal opportunity employer.
- CLOSING DATE** : 13 March 2026 at 23:59
- POST 07/37** : **DATA CAPTURER: REF NO: CJC/ DAT/019/ 2026**
- SALARY CENTRE REQUIREMENTS** : R193 359 per annum (Level 04) plus benefits as applicable to the public sector  
: Riverlea Campus  
: Grade twelve (12) or NQF Level 4 qualification, Computer literacy. Knowledge of clerical duties and understanding of legal framework governing the public service. Skills and competencies; good communication skills (written and verbal) good interpersonal relations, customer service. Problem solving skills. Customer service and attention to detail. All shortlisted candidate shall undertake a pre-entry practical exercise as part of the assessment method to determine the candidate's suitability based on the post's technical and generic requirements.
- DUTIES** : Provide administration support services. Capture and update data from available records into the required formats e.g. databases, table and spreadsheet. Validate and review data (for quality purposes) to ensure correctness, completeness and consistency. Compile spreadsheets, update routine statistics information/ reports and registers. Receive register and track records or documents submitted for further processing. Capture routine transactions on computer such as the transfer of information from manual records to electronic records. Continuous updating of information on computer for reporting purposes and retrieving information required. Make regular backups of data. Ensure records and files are properly sorted and secured. Provide information to the component.
- ENQUIRIES APPLICATIONS** : Mr MB Khakhu at [khakhum@cjc.edu.za](mailto:khakhum@cjc.edu.za) Tel: (011) 351 6000  
: All applications are to be submitted via online application link to <https://cjc83.ngnscan.co.za/apply>.
- NOTE** : Scanned Applications must consist of: - (a) a duly completed and signed on line version of Z83 form, stating the post you are applying for and the relevant reference number, (b) a recently updated CV. The communication from HR Department regarding the requirements for certified documents will be limited to shortlisted candidates. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. Incomplete applications or applications received after the closing date will not be considered. A complete set of application documents should be submitted separately for every post you wish to apply for. Set of scanned documents must be attached separately for each post you wish to apply for as per the online application form. Failure to submit the requested documents will result in your application not being considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). No emailed, faxed, posted or hand delivered applications will be considered. The college reserves the right to withdraw the posts at any time. Communication will only be entered into with the shortlisted and successful candidates. All shortlisted candidates may be subjected to qualification and citizen verification, etc. If you

are not contacted after 60 days of the closing date of the applications, please consider your application unsuccessful. The Central Johannesburg TVET College is an equal opportunity employer.

**CLOSING DATE**

: 13 March 2026 at 23:59

**POST 07/38**

**HANDYMAN: (2 POSTS)**

**SALARY CENTRE**

: R163 680 per annum (Level 03) plus benefits as applicable to the public sector  
: Ellis Park Campus Ref No: CJC/ HDM/021/ 2026 Ellis  
: Alexandra Campus: Ref CJC/ HDM/020/ 2026

**REQUIREMENTS**

: National Senior Certificate/ Grade 12/ Standard 10 and qualification in plumbing, electrical or carpentry certificate. A recognised Trade test certificate will be advantageous. 0-6 months experience in similar working environment. Skills and competencies; occupational health and safety Act, knowledge on how to operate hand and power tools, knowledge of building infrastructure layouts. Knowledge of infrastructure policies. Knowledge of building maintenance. Knowledge building laws; safe keeping of tools, storage and equipment. Computer literacy and basic software (outlook, Excel and word). Communication skills, team participation, reliability innovative. All shortlisted candidates shall undertake a pre entry practical exercise as part of the assessment method to determine the candidate's suitability based on the post's technical and generic requirements.

**DUTIES**

: Execute minor general building and maintenance equipment, attend to minor plumbing, electrical capacity and handyman. Conduct routine weekly and monthly inspections of the building. Report unauthorized movement of equipment. Report deliberate damage to property and assets. Perform minor maintenance i.e. unblock drains, urinary and toilets. Replace taps. Conduct inspection to determine defects. Repair broken furniture. Paint buildings as per request. Ensure tools are cleaned and stored in a safe environment. Maintain main kitchen fat drain. Clean gutters. Maintain storm water channels. Report the need for major maintenance to the supervisor. Perform any other ad hock activities in relation to functions attached to this post. Repair furniture and paint buildings as per request. Ensure tools are cleaned and restored in a safe environment.

**ENQUIRIES APPLICATIONS**

: Mr MB Khakhu at [khakhum@cjc.edu.za](mailto:khakhum@cjc.edu.za) Tel: (011) 351 6000  
: All applications are to be submitted via online application link to <https://cjc83.ngnscan.co.za/apply>.

**NOTE**

: Scanned Applications must consist of: - (a) a duly completed and signed on line version of Z83 form, stating the post you are applying for and the relevant reference number, (b) a recently updated CV. The communication from HR Department regarding the requirements for certified documents will be limited to shortlisted candidates. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. Incomplete applications or applications received after the closing date will not be considered. A complete set of application documents should be submitted separately for every post you wish to apply for. Set of scanned documents must be attached separately for each post you wish to apply for as per the online application form. Failure to submit the requested documents will result in your application not being considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). No emailed, faxed, posted or hand delivered applications will be considered. The college reserves the right to withdraw the posts at any time. Communication will only be entered into with the shortlisted and successful candidates. All shortlisted candidates may be subjected to qualification and citizen verification, etc. If you are not contacted after 60 days of the closing date of the applications, please consider your application unsuccessful. The Central Johannesburg TVET College is an equal opportunity employer.

**CLOSING DATE**

: 13 March 2026 at 23:59

**POST 07/39**

**CLEANERS: REF: CJC/CLE/022/2024 (6 POSTS)**

**SALARY CENTRE**

: R138 486 per annum (Level 02) plus benefits as applicable to the public sector  
: Central Office

**REQUIREMENTS**

: ABET / Standard 8/ Grade 10/. Basic literacy and numeracy skills. Experience in cleaning environment will be advantageous. Inherent requirements of the job: Must be physically fit to lift heavy objects. Must be willing to rotate in different

- departments and sites according to operational needs and requirements. Competencies (knowledge/skills): Knowledge of Occupational Health and Safety Act. Appropriate knowledge with the use of cleaning equipment and cleaning material. Knowledge of repetitive cleaning tasks. Knowledge of relevant facilities policies. Knowledge of relevant legislation, prescripts, policies and procedures. Knowledge of hygiene, Storage requirement, Good communication skills (read, speak and write). Ability to operate relevant machinery and equipment. Adhere to loyal service ethics.
- DUTIES** : Render support services to the supervisor. Maintain a high standard of neatness and hygiene in the facility. Implement infection control policy standards. Effective cleaning and maintenance of equipment. Cost effective use of cleaning consumables. Provision of cleaning support services to departments. Effective Waste Management. Provision of cleaning services: Cleaning offices corridors, elevators and boardrooms by: Dusting and waxing office furniture. Sweeping, scrubbing and waxing of floors. Vacuuming and shampooing floors. Cleaning walls, windows and floors. Emptying and cleaning of dirt bins. Collecting and removing of waste papers. Freshen the office areas. Clean general kitchens by Cleaning of basins. Wash and keep stock of kitchen utensils. Cleaning the restrooms by refilling hand wash liquid soap. Replace toilet papers, hand towels and refreshers. Empty and wash waste bins. Keep and maintain cleaning materials and equipment. Report broken cleaning machines. Cleaning of machines (microwares, Vacuum Cleaners) and equipment after use. Request cleaning materials.
- ENQUIRIES** : Mr MB Khakhu at [khakhum@cjc.edu.za](mailto:khakhum@cjc.edu.za) Tel: (011) 351 6000
- APPLICATIONS** : All applications are to be submitted via online application link to <https://cjc283.ngnscan.co.za/apply>.
- NOTE** : Scanned Applications must consist of: - (a) a duly completed and signed online version of Z83 form, stating the post you are applying for and the relevant reference number, (b) a recently updated CV. The communication from HR Department regarding the requirements for certified documents will be limited to shortlisted candidates. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. Incomplete applications or applications received after the closing date will not be considered. A complete set of application documents should be submitted separately for every post you wish to apply for. Set of scanned documents must be attached separately for each post you wish to apply for as per the online application form. Failure to submit the requested documents will result in your application not being considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). No emailed, faxed, posted or hand delivered applications will be considered. The college reserves the right to withdraw the posts at any time. Communication will only be entered into with the shortlisted and successful candidates. All shortlisted candidates may be subjected to qualification and citizen verification, etc. If you are not contacted after 60 days of the closing date of the applications, please consider your application unsuccessful. The Central Johannesburg TVET College is an equal opportunity employer.
- CLOSING DATE** : 13 March 2026 at 23:59
- POST 07/40** : **GROUNDSMAN: REF: CJC/ GA/023/ 2026 (6 POSTS)**
- SALARY** : R138 486 per annum (Level 02) plus benefits as applicable to the public sector
- CENTRE** : Central Office
- REQUIREMENTS** : ABET / Standard 8/ Grade 10/. Basic literacy and numeracy skills. Experience in gardening and cleaning environment will be advantageous. Inherent requirements of the job: Must be physically fit to lift heavy objects. Must be willing to rotate in different departments and sites according to operational needs and requirements. Competencies (knowledge/skills): Knowledge of Occupational Health and Safety Act. Appropriate knowledge with the use of cleaning equipment and cleaning material. Knowledge of repetitive cleaning tasks. Knowledge of relevant facilities policies. Knowledge of relevant legislation, prescripts, policies and procedures. Knowledge of hygiene, equipment storage requirement, Good communication skills (read, speak and write). Ability to operate relevant machinery and equipment.
- DUTIES** : Perform routine activities in respect of buildings and grounds to include but are not limited to: irrigation & watering of plants/ lawn, weeding, pruning and trimming

of plants, cutting, seeding and transplanting of plants, mowing of lawns, disposing of organic waste, dig up compost, spraying; Perform general routine activities in respect of infrastructure such as maintaining road marking, painted surfaces, canals, buildings; cleaning signs and light fittings, sweeping, mixing and laying cement for walkways, driveways, unblocking of drains, empty and clean waste collection bins, cleaning and maintenance of offices, classrooms, workshops, roads, pavements and greenhouses; perform general activities: care for equipment e.g. cleaning, oiling and sharpening, loading / offloading furniture, Repair minor defects to furniture, equipment and gardening tools. Detect and report malfunctioning of gardening equipment and tools.

**ENQUIRIES**  
**APPLICATIONS**

: Mr MB Khakhu at [khakhum@cjc.edu.za](mailto:khakhum@cjc.edu.za) Tel: (011) 351 6000  
: All applications are to be submitted via online application link to <https://cjc83.ngnscan.co.za/apply>.

**NOTE**

: Scanned Applications must consist of: - (a) a duly completed and signed online version of Z83 form, stating the post you are applying for and the relevant reference number, (b) a recently updated CV. The communication from HR Department regarding the requirements for certified documents will be limited to shortlisted candidates. All shortlisted candidates, including SMS, shall undertake two pre-entry assessments. One must be a practical exercise, and the other must be an Integrity (Ethical Conduct) Assessment. Selection panels shall score both technical exercises as an additional criterion in the interview process. Incomplete applications or applications received after the closing date will not be considered. A complete set of application documents should be submitted separately for every post you wish to apply for. Set of scanned documents must be attached separately for each post you wish to apply for as per the online application form. Failure to submit the requested documents will result in your application not being considered. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA). No emailed, faxed, posted or hand delivered applications will be considered. The college reserves the right to withdraw the posts at any time. Communication will only be entered into with the shortlisted and successful candidates. All shortlisted candidates may be subjected to qualification and citizen verification, etc. If you are not contacted after 60 days of the closing date of the applications, please consider your application unsuccessful. The Central Johannesburg TVET College is an equal opportunity employer.

**CLOSING DATE**

: 13 March 2026 at 23:59