



Letaba Technical and Vocational Education Training College



CENTRAL OFFICE
1 Claude Wheatley Street
Private Bag X4017
TZANEEN 0850
Tel: (015) 307 5440/3955
Fax: (015)3072204
E-mail:
centraloffice@letcol.co.za

GIYANI CAMPUS
Private Bag X9570
GIYANI 0826
Tel: (015) 812 3221/0354
Fax: (015) 812 1270
E-mail:
giyanicampus@letcol.co.za

MAAKE CAMPUS
Private Bag X4035
Tzaneen 0850
Tel: (015) 355 3429/30
Fax: (015) 355 4138
E-mail:
maakecampus@letcol.co.za

TZANEEN CAMPUS
P O Box 192
TZANEEN 0850
Tel: (015) 307 4438
Fax: (015) 3074439
E-mail:
tzaneencampus@letcol.co.za

MODJADJI CAMPUS
Private Bag X4017
TZANEEN 0850
Tel: (015) 307 5440/3955
Fax: (015)3072204
E-mail:
modjajdicampus@letcol.co.za

LETABA TVET COLLEGE IS AN EQUAL OPPORTUNITY AND AFFIRMATIVE ACTION EMPLOYER. IT IS THE INTENTION TO PROMOTE REPRESENTIVITY IN THE PUBLIC SECTOR THROUGH THE FILLING OF THESE POSTS. APPLICATIONS ARE INVITED FROM SUITABLY QUALIFIED AND EXPERIENCED CANDIDATES FOR APPOINTMENT IN THE FOLLOWING VACANT POSITIONS.

**POST: SUPERVISOR: HOUSEKEEPING/ RESIDENCE X2
(12 MONTHS CONTRACT) RE-ADVERT**

SALARY: R275 196 PER ANNUM (SL6) PLUS 37% IN LIEU OF BENEFITS

REF NO: LET 02/03/2024 (MALE)

REF NO: LET 03/03/2024 (FEMALE)

CENTRE: MAAKE CAMPUS

REQUIREMENTS: Grade 12 or NCV L4. At least one year's relevant experience in student leadership. Good verbal and written communication. Must be Computer literate. Preference will be given to former students' leaders of Letaba TVET College.

DUTIES: Ensure the provision of an environment within the residence that is conducive to the development and success of its students at the residence. Ensure the well-being of students. Ensure student discipline, ensure that housing committee execute their responsibilities. Ensure that inventory of the house and its immediate precincts is maintained in good order and loss of and damage to movable assets are kept to a minimum. Monitor the provision of quality service of the residence and cleaning of the building. Expected to interact with students in a friendly and caring manner. Safety checks, conduct regular fire and emergency drills in the residence in consultation with the Health and Safety Officer. Required to perform additional responsibilities which may be assigned from time to time.

REQUIRED DOCUMENTS: NEW Z83 Application form indicating correct reference number, comprehensive Curriculum Vitae, copies of qualifications including academic records/transcripts and ID document. Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview following communication from the Human Resource Office. **NB:** Foreign applicants should attach the following documents: **SAQA EVALUATION CERTIFICATE, QUOTA WORK PERMIT AND POLICE CLEARANCE. PEOPLE WITH DISABILITY ARE**



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ENCOURAGED TO APPLY. Interviewed candidates will be subjected to a competency assessment where necessary. The successful candidate will be required to sign the annual performance agreement, disclose his/her financial interests and be subjected to security clearance.

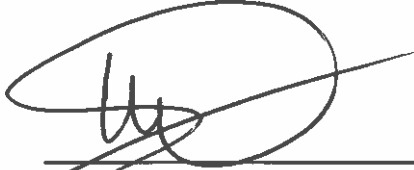
RE-ADVERTISED POST: People who applied before are encouraged to re-apply.

SUBMIT APPLICATIONS TO: The Principal, Letaba TVET College, Private Bag X4017 Tzaneen, 0850 or hand deliver to: 1 Claude Wheatley Street, Tzaneen, Limpopo Province. Should you not receive correspondence from us within three months after the closing date, consider your application as unsuccessful.

CLOSING DATE: 21 JUNE 2024 AT 16:00

ENQUIRIES: MR KL MOJELA / MS PL MOKGOBI ON 015 307 5440

APPROVED / ~~NOT APPROVED~~



MR MB MOSHOMA
ACTING PRINCIPAL
DATE: 27/05/2024