



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



Let the future be known

VACANCY -ADVERTISEMENT- HRM&D CIRCULAR 15 OF 2026

uMfolozi Technical and Vocational Education and Training (TVET) College is inviting applications from suitably qualified candidates to fill the following positions:

- APPLICATIONS** : All applications should be emailed to the specified email addresses. **The name of the post and reference number must be indicated in the email subject line.** Applications should be sent as one PDF document, without any qualifications. No Faxed applications will be accepted. Applications that do not comply with the above specifications will be disqualified.
- CLOSING DATE** : **15 September 2026 at 16:00**
- NOTE** : A fully completed new Z83 form (**in line with DPSA circular 19 of 2022**), obtainable from any Public Service Department or on the internet at www.dpsa.gov.za, and a detailed Curriculum Vitae. Copies of qualifications and other relevant documents must not be included in the application. Only shortlisted candidates will be required to submit certified copies of qualifications on the day of the interview. Communication will be limited to shortlisted candidates. A separate application must be submitted for each post that you are applying for. Late applications (received after closing date and time) and incomplete applications will not be considered. The employment decision shall be informed by the Employment Equity Plan of the Department. It is the Department's intention to promote equity (race, gender and disability). The Employer reserves the right not to make an appointment. Where applicable, candidates will be subjected to a skills test. Correspondence will be limited to short-listed candidates. All shortlisted candidates, including the SMS, shall undertake two pre-entry assessments. One will be a practical exercise to determine a candidate's suitability based on the post's technical and generic requirements and the other must be an integrity (ethical conduct) assessment. All short-listed candidates will be subjected to a qualifications and citizen verification; criminal record and financial/asset record checks. Applicants who have not been invited for an interview within 60 days of the closing date should consider their application unsuccessful.
- POST** : **GENERAL WORKERS (X12)**
- SALARY** : R144 024.00 per annum (Level 02) plus benefits as applicable in the Public Sector
(12 Months Fixed Term Contract)
(College Appointment)
- CENTRE** : Eshowe Campus (X10) Email: Applications.eshowe@umfolozi.edu.za
REF NO: UMF53/08/2026
- CENTRE** : Jininindomnyama Skills Centre (X2) Email: Applications.eshowe@umfolozi.edu.za
REF NO: UMF54/08/2026
- REQUIREMENTS** : **ABET / Standard 8/Grade 10.** No experience required. Knowledge of repetitive tasks; Knowledge of facilities policies; Knowledge of relevant legislation, prescripts, policies and procedures; Knowledge of hygiene; Knowledge of auxiliary services and Storage requirements. Skills: Reading; Operating equipment; Communication; Operating equipment; Communication (verbal and written); People management; Office management and administration; Computer literacy; Problem Solving; Planning and organizing and Disciplined.

DUTIES

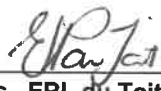
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Provision of general work services: load and offload furniture, equipment and any other goods to relevant destination; Detect and report malfunctioning or damage on general equipment and tools; Wash and clean College vehicles. **Maintain premises and surroundings by:** Watering the garden; Prune and trim flowers and trees; Mow the grass; Remove weeds and garden refuse; Apply insecticides and Cultivate the soil for trees and flowers. Provision of cleaning services. Provision of cleaning services; General cleaning by: Dusting and wiping office furniture; Cleaning walls and windows; Emptying and cleaning of dirt bins; Collecting and removing of waste papers. Clean general kitchens by: Washing of dishes and kitchen utensils; Keep stock of kitchen equipment and items. Cleaning bathrooms by: Refilling hand wash liquid soap; Replace toilet papers hand towels. **Keep and maintain cleaning materials and equipment by:** Reporting broken cleaning machines; Cleaning of machines (microwares, Vacuum Cleaners) and equipment after use.

ENQUIRIES

:

Ms. NA Sibiyi Tel No: 035-902 9501



Ms. EPL du Toit

uMfolozi TVET College: Acting Principal

Date: 31/08/2026