



SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY

BUILT ENVIRONMENT

Sefako Makgatho Health Sciences University (SMU) offers professional health sciences training and education in a range of fields through excellence in teaching, learning, innovative research and community engagement. SMU is situated in Ga- Rankuwa (North of Pretoria) and the following position(s) is/are currently available

Garden General Worker (46 Posts)- Ga- Rankuwa Garden General Worker (1 Post)- Jubilee

Ref:78 /2021/BGM/P16

The University seeks hardworking and motivated individuals who have pride in their surroundings and want to make a difference to the appearance of the Campus. The incumbent will be responsible for daily garden and grounds maintenance operations, and provide general support to Gardens and Grounds Services by undertaking activities associated with maintenance of gardens and grounds using hand held tools and machines to cut, trim and shape verges, lawns, flower beds, shrubs and weeds removal to promote a green and clean environment. The incumbent must meet the requirements and competencies, and be responsible for the key performance areas listed below.

REQUIREMENTS

- Basic Adult Education / Secondary Education (minimum of Standard 6/ Grade 8)
- At least six (6) months relevant experience undertaking activities associated with maintenance of gardens
- Have keen interest in gardening work and machine operations
- Experience in working with variety of equipment and tools which require physical labour and working outdoors
- Be willing to work overtime, including Saturdays, Sundays and during emergencies situations as and when required

COMPETENCIES

- Technical/ professional Knowledge
- Good Gardening skills
- Ability to communicate as well as the willingness to work individually and with a team

- Must be performance driven
- Ability to work without constant supervision
- Good problem solving skills
- Attention to detail
- Stakeholder engagement and client service orientation
- Results focused

KEY PERFORMANCE AREAS

- Maintain and clean gardens and grounds
 - Maintain flowers, hedges and shrubs at various sites
 - Cut/ trim lawns and verges using hand held
 - Maintain flowers, hedges and shrubs at various sites
 - Planting trees and propagate plants
 - Maintenance of irrigation systems and manual irrigation
 - Use herbicides to control weeds on verges, pavements, pedestrian pathways and parking bays
- Litter picking and waste disposal
 - Picking and emptying litter bins from various areas
 - Assisting to load and offload litter and other garden waste materials into and/ or from vehicles
- Equipment maintenance and care
 - Removing and washing off debris from tools and equipment's used
 - Assisting with placing and stacking tools in designated storage area and/ or verbally reporting the condition/ status of tools to the immediate superior
- Team support
 - Assist the team during gardens pick times for various gardens and ground maintenance activities
 - Act in a professional and responsible manner towards customers(including supervisors, team members or visitors)
 - Provide support and on-the-job training for other team members when needed
- Ensuring compliance to Occupational Health and safety
- Contribute to the overall development of SMU and actively improve institutional culture
- Carry any other duties as assigned by the Line Manager

.....
Closing date: 12 December 2022

Applications through Employment Agencies will not be considered.

Typed applications (quoting the reference number) which should contain comprehensive curriculum vitae, certified copies of all qualifications and contact details of three referees, should be forwarded, for the attention of Ms BG Mbanjwa, to the Human Resources Department, P.O Box 68, Medunsa, 0204.

The applications must be hand delivered to (place in an application box):

Human Resources Department, 5th Floor, Clinical Pathology building, Sefako Makgatho Health Sciences University, Molotlegi Street, Garankuwa, OR Human Resources Department, P. O. Box 68, MEDUNSA, 0204

It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Failure to submit the requested documents/information will result in your application not being considered.

Telephonic enquiries regarding conditions of service: (012) 521-3071.

The Sefako Makgatho Health Sciences University is an Equal Opportunity and Affirmative Action Employer.

Correspondence will be limited to short-listed candidates only. Applicants who have not been contacted within 30 days of the closing date must consider their applications as unsuccessful.

The University reserves the right not to make an appointment.