

DEPARTMENT OF TRADITIONAL AFFAIRS

It is the Department's intention to promote equity (race, gender and disability) through the filling of positions with a candidate whose transfer/promotion/appointment will promote representivity in line with the numeric targets as contained in the department's Employment Equity plan. Whites, Coloured, Indians, youth and Persons with Disabilities are encouraged to apply.

- APPLICATIONS** : Applications may be posted to: Human Resource Management, Department of Traditional Affairs, Private Bag X22, Arcadia, 0083 or Hand deliver to: 509 Pretorius Street, Arcadia, 2nd Floor Pencardia 1 Building or e-mail @ DTARecruit202506@cogta.gov.za
- FOR ATTENTION** : Ms L Motlhala
- CLOSING DATE** : 13 June 2025
- NOTE** : The successful candidate's appointment will be subject to a security clearance process and the verification of educational qualification certificates. Applications must quote the relevant reference number and must be completed on the NEW Z83 form obtainable from any Public Service department and signed when submitted. From 1 January 2021 should an application be received using the incorrect application for employment (Z83), the application will not be considered. Only shortlisted candidates will submit relevant documents. Applicants should submit CV and Z83 only. Shortlisted candidates will be required to submit certified copies a day before the interview date. Persons with a disability are encouraged to apply. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA) and to provide proof of such evaluation only when shortlisted. Incomplete applications or applications received after the closing date will not be considered. It is important to note that it is the applicant's responsibility to ensure that all information and attachments in support of the application are submitted by the due date. Due to the large number of responses anticipated, correspondence will be limited to short-listed candidates only. If you have not been contacted within three months of the closing date of the advertisement, please accept that your application has been unsuccessful. The department reserves the right not to fill the advertised position.

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- POST 18/98** : **FOOD AID SERVICES REF NO: 2025/06 (X1 POST)**
Facilities Management Directorate
(12-Months contract)
- SALARY** : R138 486 per annum, plus 37% in lieu of service benefits
- CENTRE** : Pretoria
- REQUIREMENTS** : A Grade 9/10 or NQF level 1 or 2 (ABET level 2 certificate or equivalent). No working experience required.
- DUTIES** : The successful candidate will perform the following duties: Clean kitchen utensils and equipment. Provide catering support services. Keep stock of kitchen utensils and equipment. Apply hygiene and safety measures. Maintain quality control measures of all food provided. Removal of garbage disposal. Prepare food, snacks and beverages (water, tea, coffee milk, sugar and cold drinks). Setup and convey crockery, cutlery and equipment to dining areas. Serve food and beverages. Responsible for food supplies and report waste and losses.
- ENQUIRIES** : Mr R Khalishwayo Tel No: (012) 334 5607