



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF WATER AND SANITATION

- APPLICATIONS** : Centre: Proto-CMA Upper Vaal, Potchefstroom Office: Please forward your applications quoting the relevant reference number to the Area Manager, Water Resource Management Office, Department of Water and Sanitation, hand deliver to 126 Chris Hani Drive, Private Bag X936, Potchefstroom, 2520. For attention: Ms SM Mokgosi 018 294 9302.
- CLOSING DATE** : **23 JUNE 2017 TIME: 16H00**
- POST** : GENERAL WORKER: (STORE ASSISTANT) REF NO: 230617/47
- SALARY** : R90 234 per annum (Level 02)
- CENTRE** : Proto-CMA Upper Vaal, Potchefstroom Office
- REQUIREMENTS** : ABET qualification. No experience required. Knowledge of store equipment and appliances. Knowledge of receiving and issuing materials. Knowledge of tracking order of status. Knowledge of updating stores procedures. Knowledge of updating stores procedures. Knowledge of chemical use (dilution/mix chemical product knowledge. Knowledge of daily maintenance procedures for efficient machine/equipment performance. Basic knowledge in supporting water utilisation and water resource strategy. Knowledge of health and safety procedures. Knowledge of stores maintenance and issuing practices. Basic understanding of Government legislation.
- DUTIES** : Ensure that stock and material are received and issued in the stores. Received and distribute non stores goods to correct components or officials. Ensure that stocks control and economic levels are maintained. Arrange logistics of materials to sites which are purchased by various components. Updating of materials on the stock collating material requisition. Creation of request memo. Assisting with asset verification and updating of inventory sheets.
- ENQUIRIES** : Ms. Ms EM Ackerman, Tel 018 – 294 9312.