



RECRUITMENT ADVERTISEMENT

RESOURCES AND OPERATIONS Estates and Infrastructure

POST TITLE	Supervisor: Sport Fields Services <i>Bloemfontein Campus</i>		
REFERENCE NUMBER	• 2526	CLOSING DATE FOR APPLICATIONS	• 29 March 2019
POST LEVEL	• P12	NATURE OF APPOINTMENT	• Permanent support services
MINIMUM QUALIFICATION & EXPERIENCE	<ul style="list-style-type: none"> • Grade 12 • 5 years' experience in the preparation of sport fields (including rugby, soccer, cricket, netball, hockey and tennis fields/pitches/courts), of which 3 years should be in a supervisory role • Valid Code 10 Drivers License with PDP • Basic MS Office skills (Excel, Word, Outlook) • Basic financial/budgeting skills 		
DESIRED QUALIFICATION AND/OR EXPERIENCE	<ul style="list-style-type: none"> • OHS training including OHS Representative, First Aid level 1, Fire Safety, Ladder and Scaffold safety 		
DIRECT ENQUIRIES TO	• Mrs E Hugo at 051 507 3557 or ehughes@cut.ac.za		

MAIN TASKS

1. Assist in the development and implementation of policy/practices pertaining to gardening services	2. Budget control
3. Administrative duties and supervision and development of sub-ordinates	4. Committee services
5. Quality control of buildings situated on sport fields and sport fields equipment	6. Store room management
7. Management of sport fields vehicle, tractor and mower	8. Management of irrigation systems and computers
9. Manage, supervise and maintain sport fields services including <ul style="list-style-type: none"> • Rugby fields • Soccer fields • Cricket grounds and pitches • Netball courts • Tennis courts • Hockey fields 	

IMPORTANT INFORMATION REGARDING YOUR APPLICATION

(Kindly ensure that you read and comply before submitting your application)

- Please complete a separate application form for each post.
- The University may decide to consider only completed applications consisting of ALL the documents listed below for selection.
 - A completed and signed CUT application form;
 - A comprehensive Curriculum Vitae;
 - A **certified** copy of a South African identity document or a passport;
 - A complete set of **certified** copies of qualifications (only certified copies of documents are required. Please do NOT submit any original documents); and
 - A **certified** copy of the SAQA accreditation of any qualifications obtained at education institutions outside South Africa.

GENERAL REMARKS

- Candidates will be recruited and appointed in accordance with the Employment Equity and Affirmative Action Programmes of the Central University of Technology, Free State.
- The Central University of Technology, Free State reserves the right to conduct/employ a third party to conduct a background investigation in respect of all short-listed candidates.
- Correspondence will be limited to short listed candidates only. If you haven't received feedback in four weeks, consider your application not shortlisted.
- The Central University of Technology, Free State reserves the right not to make an appointment in the advertised post and/or to appoint other suitable persons recruited by means other than this advertisement. Appointment, either on a permanent or contract basis, will be negotiated with the successful candidate.

- Application forms are available from the Human Resources section, ZR Mahabane Building, CUT Campus, Bloemfontein or on CUT's website.
- Complete applications, quoting the specific reference number, should reach CUT on or before the closing date via:

By hand:

The Resourcing office, Human Resources
Central University of Technology, Free State
ZR Mahabane building
20 Pres. Brand Street
Bloemfontein

By mail:

The Resourcing Office, Human Resources
Central University of Technology, Free State
ZR Mahabane building
Private Bag X20539
Bloemfontein, 9300

By e-mail:

jobs@cut.ac.za