



## ST PETER'S COLLEGE

### DRIVER AND FACILITIES ASSISTANT

To commence: 12 May 2021

St Peter's College is an independent Anglican Diocesan school for boys and girls from Grade 8 to Grade 12. The school was founded in 1998 to meet the demand for a co-educational high school in northern Sandton. St Peter's College offers an integrated and relevant South African high school education.

The College seeks to appoint an hard working and committed Driver and Facilities Assistant who is able to maintain a safe and secure standard across the College Campus

#### **Qualifications required:**

- Must have a Matric Qualification.
- Must have knowledge on Occupational Health and Safety.
- Must have a PDP
- Must have experience in maintenance and general facility upkeep.

#### **Key responsibilities for the role include but are not limited to:**

- Driving 35-seater bus, transporting students
- General repairs & upkeep to areas such as plumbing, grounds, carpentry, windows, electrical and to general mechanical areas.
- Perform emergency repair services when necessary.
- Conduct an ongoing review of general maintenance, upkeep, and repairs.
- Ensure that all requests concerning maintenance are carried out effectively and timeously.

#### **Skills and Competencies:**

- Excellent communication and interpersonal skills
- Enthusiastic, assertive, self-driven and flexible
- Practical and logical problem-solving ability
- Ability to handle pressure
- Prepared to work outside college hours, where necessary; and
- Willingness to participate in the broader life of the College and to contribute positively to the ethos of the College.



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St Peter's College offers a competitive TOTAL COST TO COMPANY remuneration package (inclusive of benefits) and an exceptional working environment. Interested candidates with the appropriate experience and qualifications should submit a curriculum vitae to Ms Batchelor at [batchelort@stpeterscollege.co.za](mailto:batchelort@stpeterscollege.co.za) by **Friday, 7 May 2021**.

St Peter's College reserve the right to make an appointment prior to the closing date of this vacancy should a suitable candidate be found. You are thus encouraged to submit your application timeously. The appointment of candidates is at St Peter's College's sole discretion, considering factors such as our Employment Equity Policy. Only South African citizens or people with a valid work permit need apply.

An application will not in itself entitle the applicant to an interview or appointment and failure to meet the minimum requirements of the advertised post will result in applicants automatically disqualifying themselves from consideration. Only short-listed candidates will be contacted. If you have not heard from St Peter's College within 2 weeks of the closing date, please assume that you have been unsuccessful in your application.

### **Protection of Personal Information (POPI) Disclaimer**

St Peter's College are committed to ensuring the confidentiality of personal information. By submitting your personal details and CV you acknowledge acceptance of this **disclaimer**. Your information will be used for the sole purpose of recruitment of the listed vacancy and the required statutory reporting. All reasonable measures will be taken to protect the information of applicants.