

Service Worker Gr0:
Salary: R51 369.00 per annum
Total rem. package: R103 437.86 per annum

UNIVERSITY OF THE
FREE STATE
UNIVERSITEIT VAN DIE
VRYSTAAT
YUNIVESITHI YA
FREISTATA



UFS
HUMAN RESOURCES
TALENT ACQUISITION

Kovsie Sport

Bloemfontein Campus

General Worker/Gardener (post level 18) (3 positions)

Job ID: 5349

KINDLY TAKE NOTE: Applications may only be submitted online through the official UFS vacancy website: <https://ufs.hua.hrsmart.com/hr/ats/JobSearch/viewAll>.

Or

Hard copy applications may be submitted at the University of the Free State, George du Toit Building, Human Resources Department (Reception 2nd floor, Room S201).

Please ensure that all relevant documentation is attached to your application. INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

- A detailed curriculum vitae and cover letter;
- Certified copies (not older than 6 months) of all academic records;
- Certified copies (not older than 6 months) of qualifications (please provide the SAQA accreditation in the case of foreign qualifications);
- A certified copy (not older than 6 months) of your identity document (ID);
- Proof of registration with a Professional Body (if applicable);
- A copy of your driver's license (if applicable).
- A service record of your current employer / last employer (only applicable to external applicants).

Duties and responsibilities:

- Gardening / General Worker
 - Plant, transplant, fertilizes, apply chemicals, water, prune, and weed flower beds and plant areas.
 - Maintain flowers, bushes, trees, and shrubs.
 - Implement detailed landscape plans.
 - Plant and propagate bedding plants; may manage greenhouse operations, as applicable.
 - Pick up and disposes of litter.
 - Assist in various maintenance activities as and when required.
 - Operate a motor vehicle to transport materials and equipment as appropriate to the position.
 - Ensures proper care in the use and maintenance of equipment and supplies; promotes continuous improvement of workplace safety and environmental practices.
 - Irrigate, mow, rake, and trim lawns and/or sport fields athletic fields.
 - Perform miscellaneous job-related duties as assigned.
 - Spray weeds with poison.

- General duties
 - Attend meetings with the team leader as scheduled.
 - Prepare and repair irrigation leaks.
 - Line marking to all fields.

Inherent requirements:

- Minimum of three (3) years' relevant working experience related to the duties and responsibilities.
- Tractor driver's License / Code 08

- **Required competencies:**

- **Results orientated:**

- The ability to set high standards, establish tough goals, and to work to achieve success.
- The ability to be reliable, responsible, dependable and to fulfil obligations.

- **Strategic thinking:**

- The ability to focus on details, work towards perfection, and approach work in a neat and organized manner.
- The ability to be creative and open-minded when addressing work issues.

- **Business acumen:**

- Ability to adhere to rules and strictly follow work regulations.

- **Leading:**

- Ability to maintain high levels of personal motivation, energy and enthusiasm.
- Ability to be cooperative with others, display good-natured attitude, and encourage people to work together.

- **Building coalitions:**

- The ability to be self-assured and at ease with people in all types of social situations.
- The ability to interact with others and establish personal connections with people.

Recommendations:

- Grade 12.
- Good timekeeping.
- Willing to work overtime when needed.

Assumption of duties:

As soon as possible.

Closing date:

04 August 2023.

Salary:

The annual remuneration package, including benefits, is **R103 437.86** per annum.


Fringe benefits:

(Subject to specific conditions): pension scheme, medical aid scheme, group life insurance, housing allowance, leave and sick leave, service bonus and study benefits.

Enquiries:

For enquiries, please feel free to contact me at 051 401 7655 or email at MadyibiL@ufs.ac.za or Recruit@ufs.ac.za. Additionally, kindly contact 051 401 2979 / 9813 / 9814/ 9848 / 9810 for assistance.

General:

The UFS is a designated employer and is committed to the pursuit of excellence, diversity, and redress in achieving its equity targets in accordance with the Employment Equity Plan of the University and its Employment Equity goals and targets. Preference will be given to candidates from the under-represented designated groups including candidates with disabilities. Our Employment Equity Policy is available at : 

[https://ufsacza.sharepoint.com/:b:/r/sites/supportservices/hr/Employment%20Equity/EEA13_EE%20Plan%20UFS%201%20March%202022%20\(003\).pdf?csf=1&web=1&e=TjtoXH](https://ufsacza.sharepoint.com/:b:/r/sites/supportservices/hr/Employment%20Equity/EEA13_EE%20Plan%20UFS%201%20March%202022%20(003).pdf?csf=1&web=1&e=TjtoXH)

The University processes personal information in line with its obligations under the Protection of Personal Information Act (POPIA) and any personal information provided to the University will be treated as confidential and processed in accordance with the rights provided to data subjects under POPIA.

The University reserves the right not to fill the post. The UFS will only consider applications of candidates who meet all the inherent requirements of the position. Applications that are incomplete will not be considered. Communication will be limited to shortlisted candidates only. Should you not be contacted within six weeks of the closing date for applications, you may assume that your application was unsuccessful.