ANNEXURE "A"

Post	**: Cleaner**
Ref. No.	**: LPT/148**
Directorate	**: Records Management & Auxiliary Services**
Salary Notch	**: R125 373. 00 p.a.**
Salary Level	**: 2**
Centre	**: Waterberg - District**

MINIMUM REQUIREMENTS: ABET/ AET Qualification or Grade 10. Cleaning experience will be an added advantage.

CORE AND PROCESS COMPETENCIES: Sound and in-depth knowledge of providing housekeeping. **Skills:** Ability to operate cleaning equipment. Teamwork. Good interpersonal relations. Able to work under pressure

DUTIES: KEY PERFORMANCE AREAS: Cleaning of offices on a daily basis. Dusting and waxing office furniture. Sweeping scrubbing and waxing floors. Vacuuming and shampooing floors. Cleaning walls, windows and doors. Empty and cleaning of dirty bins. Cleaning of restroom on a daily basis. Cleaning toilets. Replacing toilet papers. Empty and washing waste bins. Cleaning corridor's, elevators and passages. Keep and maintain cleaning materials and equipment's. Cleaning of Microwaves and Vacuum Cleaners after use.

SEVEN (7) OPPORTUNITIES FOR GRADUATE INTERNSHIP PROGRAMME 2024/2026

Limpopo Treasury hereby invites applications for Graduate Internship Opportunities that currently exist at our offices in Polokwane. Unemployed South African youth (Graduates requiring workplace experience), who have never participated in any Public Service Graduate Internship programme in any government department are invited to apply. Successful Interns will be appointed for a period of **Twenty-Four (24) months commencing on 1st July 2024 to 30 June 2026.** Interns will receive a monthly stipend as determined by the Department of Public Service Administration. All applications should be submitted on the prescribed **New Z83** form (obtainable from any Public Service Department). The form must be fully completed to avoid disqualification on the application during the shortlisting process.

Applications must be submitted **on new Z83 forms** obtainable from all Government Departments or can be downloaded from **www.dpsa.gov.za.** The **new Z83 form** must be completed in full. The communication from the HR of the Department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore, only shortlisted candidates will be required to submit certified documents on or before the day of the interview following communication from HR.

Stipend: R84 519.75 per annum