

<u>REQUIREMENTS</u>	:	NQF level 4/Grade 12 certificate or from a recognized institution of Basic Education. An undergraduate qualification NQF level 6 in Sport Management / Administration/ Science as recognised by SAQA will be an added advantage. 1-2 years of experience in Sport environment and administration. A valid driver's license (except for persons with disabilities). Skills And Knowledge: Public Service Acts, Regulations, policies, and other legislative frameworks. Knowledge of Sport Administration Planning and organising, Computer literacy, Project planning, Problem solving Communication, Report writing.
<u>DUTIES</u>	:	Provide administrative support to local federations and confederations: Provide support services to federations, clubs and schools, render support to Provincial Sport academy and satellite, implement programmes to increase and improve relation between sport and recreation stakeholders and establish good governance structures of sport and recreation as dictated by relevant legislation. Coordinate and integrate stakeholder activities in communities: Collect, analyse, compile and update data in all sport and recreational activities, provide administrative support regarding sports and recreation facilities and infrastructure, administer the system for storage, maintenance, issues and return of sport and physical recreation equipment. Facilitate capacity building development plans: Facilitate capacity building activities, administer coach training in terms of different sporting codes, provide support for education and training events, promote sports and skills management, coordinate club development leagues, perform events management/coordination activities, liaise with hubs, sport federations, sport councils and academy to increase the number of participants in sports and recreation activities and implement programmes to increase and improve relations between sports and recreation stakeholders. Administer league related to sports programmes: Provide health and fitness activities in communities, provide support to local and district clubs, encourage all levels of communities to participate in different codes of sport and recreation activities, collate club needs, collect club profiles and coordinate club affiliation and promotion programmes
<u>ENQUIRIES</u>	:	Mr Musia N, Ms Langa LZ, Ms Mothupi PP and Mr Mnisi NF Tel No: (015) 284 4143 / 4109 / 4032 / 4186
<u>POST 38/161</u>	:	<u>GENERAL WORKER (X3 POSTS)</u>
<u>SALARY CENTRE</u>	:	R138 486 per annum (Level 02)
	:	Muti Wa Va Tsonga Museum (Mopani District) and Sekhukhune: Muti Wa Va Tsonga Museum (Mopani District) Ref No: DSAC 2025/36 (X2 Posts)
	:	Sekhukhune District Ref No: DSAC 2025/37
<u>REQUIREMENTS</u>	:	QF level 1 or 2 (Grade 8 or 9) (AET/ABET level 2 certificate) from a recognized institution of basic Education. knowledge and skills: Good communication skills. Be physically fit and in good health and not allergic to grass and able to work under pressure and different working conditions or environment (outdoor environment). Knowledge of different buildings, maintenance and cleaning styles, (i.e. paving maintenance, bush clearing, creation of firebreaks, soil erosion control, etc.
<u>DUTIES</u>	:	Perform routine activities on the maintenance of the district. Ensure the cleaning and maintenance: cutting, collection and use of all raw materials for the restoration and renovations of the surroundings, etc. Cleaning of structures, care of the allocated working tools and equipment. Landscaping such as controlling water streams in the site to avoid soil erosion. Ensure de-bushing and weed clearing around the premises and the surroundings. Creation and maintenance of fire breaks around the district and surroundings. Render any manual labour necessary for effective care and maintenance.
<u>ENQUIRIES</u>	:	Mr Musia N, Ms Langa LZ, Ms Mothupi PP and Mr Mnisi NF Tel No: (015) 284 4143 / 4109 / 4032 / 4186
<u>POST 38/162</u>	:	<u>GENERAL WORKER REF NO: DSAC 2025/38</u>
<u>SALARY CENTRE</u>	:	R138 486 per annum (Level 02)
	:	Mopani District
<u>REQUIREMENTS</u>	:	NQF level 1 or 2 (Grade 8 or 9) (AET/ABET level 2 certificate) from a recognized institution of Basic Education. Knowledge And Skills: Ability to operate equipments, basic literacy and good communication skills. Knowledge