

		through the Academy system; Support identified sport focus schools and maintain database of coaches and elite athletes.
<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 03/125</u>	:	<u>LIBRARY ASSISTANT REF NO: DSAC 2025/24</u>
<u>SALARY</u>	:	R193 359 per annum (Level 04)
<u>CENTRE</u>	:	Hoedspruit Library
<u>REQUIREMENTS</u>	:	NQF level 4/ Grade 12 Certificate from a recognized institution of Basic Education or equivalent qualification from a recognized institution of Basic Education. A three-year National Diploma (NQF level 6) or Bachelor's Degree in Library and Information Studies / Library and Information Science or equivalent qualification related to the field as recognised by SAQA will be an added advantage. A valid driver's license (except for persons with disabilities). Skills And Knowledge: Knowledge and understanding of administration procedures relating to library environment including norms and standards. Must be computer and internet literate. Planning and organising skills, Basic interpersonal relationship and problem-solving skills. Ability to work under pressure.
<u>DUTIES</u>	:	Provision of clerical support services within the library. Provide support services for library administration. Computerisation of library material. Provide support services for awareness and collection development. Assist with processing of library materials to be shelve ready. Assist the librarian in day-to-day management and operation of the library. Sorting, shelving and shelve reading of library materials according to their categorisation. Assist with executing library assets for asset management purposes. Assist library users when looking for reading, research materials and computer related purposes. Assist library users when looking for reding, research materials and computer related information. Assist with counter, phone and email enquiries from library users. Checking books in and out at the from desk. Register new customers and maintaining and updating customer profiles.
<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 03/126</u>	:	<u>CLEANER REF NO: DSAC 2025/25</u>
<u>SALARY</u>	:	R138 486 per annum (Level 02)
<u>CENTRE</u>	:	Head Office (Polokwane)
<u>REQUIREMENTS</u>	:	NQF level 1 or 2 (Grade 8 or 9) (AET/ABET level 2 certificate) from a recognized institution of basic Education. Certificates of training services in cleaning will be an added advantage. Acknowledge And Skills: Work procedures such as Cleaning, Operating equipment and Health and safety. Interpersonal relationship, communication skills and Organising skills.
<u>DUTIES</u>	:	Cleaning of offices corridors, elevators and Boardrooms. Clean general kitchens. Cleaning of restrooms. Safe keep and maintain cleaning materials and equipment. Report broken cleaning machines and equipment's. Request cleaning materials. Cleaning walls, windows and doors. Emptying and cleaning of dustbin. Replace toilet papers, hand towels and refreshers.
<u>ENQUIRIES</u>	:	Mr Musia N, Ms Langa LZ, Ms Mothupi PP and Mr Mnisi NF Tel No: (015) 284 4143 / 4109 / 4032 / 4186

INTERNSHIP PROGRAMME (24 Months)

<u>APPLICATIONS</u>	:	Applicants should apply using E-Recruitment system at https://erecruitment.limpopo.gov.za
<u>CLOSING DATE</u>	:	02 March 2026
<u>NOTE</u>	:	Applications are hereby invited for filling of vacant posts, which exist in the Limpopo Department of Sport, Arts and Culture. Applicants with foreign qualifications remain responsible for ensuring that their qualifications are evaluated by the South African Qualifications Authority (SAQA) and only shortlisted candidates will provide proof of such evaluation. Department of Sport, Arts & Culture is an equal opportunity, affirmative action employer with clear employment equity targets. Applicants should apply using E-Recruitment system at https://erecruitment.limpopo.gov.za , click on browse jobs and select Department of Sport, Arts and Culture. Certified copies of educational