

DEPARTMENT OF DEFENCE

It is the Department's intention to promote equity (race, gender and disability) through the filling of this posts with candidates whose transfer/promotion/ appointment will promote representivity in line with the numeric targets as contained in our Employment Equity plan.



- CLOSING DATE** : 05 May 2026 at 16:00 (Applications received after the closing date and faxed copies will not be considered).
- NOTE** : Applications must be submitted on the prescribed form Z83 (obtainable from any Public Service Department office i.e effective 01 January 2021 or on the DPSA web site link: <https://www.dpsa.gov.za/newsroom/psvc/>). Should an application be received using incorrect application employment form Z83, it will be disqualified, which must be originally signed and dated by the applicant, and which must be accompanied by a detailed CV only (with full particulars of the applicants' training, qualifications, competencies, knowledge & experience). Only shortlisted candidates will be required to submit certified copies of qualifications and other related documents on or before the day of the interview which should not be older than six months. Failure to comply with the above instructions will result in applications being disqualified. Applicants applying for more than one post must submit a separate form Z83 (as well as the documentation mentioned above) in respect of each post being applied for. If an applicant wishes to withdraw an application, it must be done in writing. Should an application be received where an applicant applies for more than one post on the same applications form, the application will only be considered for the first post indicated on the application and not for any of the other posts. Under no circumstances will photostat copies or faxed copies of application documents be accepted. The successful candidates will be subjected to Personnel Suitability Checks (criminal record, citizenship & financial/asset record checks and qualification and employment verification). Successful candidates will also be subjected to security clearance processes. The level of appointments is dependent upon, qualifications, relevant experience and research output. The shortlisted candidates including SMS will be subjected to two (2) pre-entry assessments (practical and ethical exercise) which will determine the candidate's suitability. Applicants who do not receive confirmation or feedback within 3 (three) months after the closing date, please consider your application unsuccessful. Due to the large volume of responses anticipated, receipt of applications will not be acknowledged, and correspondence will be limited to shortlisted candidates only. For more information on the job description(s) please contact the person indicated in the post details. Successful candidates will be appointed on probation for the period of twelve (12) months in terms of the prescribed rules.

OTHER POSTS

- POST 13/45** : **PERSONNEL OFFICIAL: SUPERVISOR REF NO: AFB LGBW/12/13/26/01**
- SALARY** : R338 106 – R398 277 per annum (Level 07)
- CENTRE** : AFB Langebaanweg, Langebaan
- REQUIREMENTS** : Grade 12 (NQF Level 4) or equivalent with a minimum of three (3) years experience in Human Resource Management. Special requirements (Skills needed): Knowledge and insight of HR legislation. Knowledge and understanding of applicable HR prescripts. Good interpersonal skills and communication skills (written and verbal). Must be computer literate, i.e. MS Office Suite (Word, Excel and PowerPoint).
- DUTIES** : Provide Human Resources administration capability at AFB Langebaanweg. Administer HR Utilization Support services including HR maintenance services such as Inland Accommodation Expenditure(S&T), Leave, Unit Schedule name list, Flights and Car Hire requests, Termination of Services, Medals and Awards and Reserve Force Administration. Assist in compiling and typing of routine notes, memorandums, letters, and reports. Ensure proper adherence to HR policies and processes of the DOD. Ensure control of the work flow to and from relevant role players at AFB Langebaanweg. Must have the ability to develop new ideas to change existing methods (when/as required). General

		management of the office as well as organized office administration. Deal with classified calls, files/documents of the Human Resource Support Section.
<u>ENQUIRIES</u>	:	Maj M.L. Du Plessis/WO2 V.A. Faro Tel No: (022) 705 2515/2571
<u>APPLICATIONS</u>	:	Department of Defence, Air Force Base Langebaanweg, Langebaan 7375 or maybe hand delivered at the Main Gate AFB Langebaanweg Military Base or emailed to lbwgmmove@dod.mil.za
<u>POST 13/46</u>	:	<u>REGISTRY CLERK PRODUCTION REF NO: SAAFCOL/12/13/26/01 (X2 POSTS)</u>
		Re-advertised. Applicants who previously applied are encouraged to re-apply.
<u>SALARY</u>	:	R237 453 – R279 708 per annum (Level 05)
<u>CENTRE</u>	:	SA Air Force College, Pretoria
<u>REQUIREMENTS</u>	:	Grade 12 (NQF Level 4) or equivalent. No experience. Special requirements (Skills needed): Knowledge of MS Word, Excel and Power Point. Typing skills. Knowledge in management. Language proficiency in English (written and verbal). Analytical and innovative thinking as well as problem solving Skills. Excellent interpersonal Skills. Sound Organisational skills. High level of reliability. Ability to act with tact and discretion. Good people skills. Ability to do research and analyse documents and situations. Knowledge of MS Word, Excel and Power Point. Typing skills. Language proficiency in English (written and verbal). Analytical and innovative thinking as well as problem solving Skills. Excellent interpersonal Skills. Sound Organisational skills. High level of reliability. Ability to act with tact and discretion. Good people skills. Ability to do research and analyse documents and situations.
<u>DUTIES</u>	:	Development and amendment of records management guidelines, procedures and practices to support DOD record-keeping requirements. Identify and review all current recordkeeping and records management procedures. Continuous review of procedures. The management of Records Classification Systems (ie DOD Correspondence File Plan, record retention schedules). Administer clients' requests for amendments and additions to records classification systems. Answer enquiries with the correct use of file references. Execute all administrative tasks with the maintenance of the records classification systems. Maintain and update the paper-based master copy of the records classification systems by adding additions and amendments when necessary. Ensure that the electronic version and the paper-based version of the records classification systems are always synchronized.
<u>ENQUIRIES</u>	:	Maj K.L. Bosch Tel No: (012) 351 5045/5172
<u>APPLICATIONS</u>	:	Department of Defence, SA Air Force College, Private Bag X1008, Thaba Tshwane 0143 or email to: saafcolhr@dod.mil.za or may be hand delivered at Abraham Kriel Road, Thaba Tshwane, Centurion.
<u>POST 13/47</u>	:	<u>SECRETARY REF NO: AFBWKLF/12/13/26/01 (X3 POSTS)</u>
<u>SALARY</u>	:	R237 453 – R279 708 per annum (Level 05)
<u>CENTRE</u>	:	AFB Waterkloof, Pretoria
<u>REQUIREMENTS</u>	:	Grade 12 (NQF Level 4) or equivalent. No Experience. Special requirements (Skills needed): Knowledge of MS Word, Excel and Power Point. Typing skills. Language proficiency in English (written and verbal). Analytical and innovative thinking as well as problem solving skills. Excellent Interpersonal Skills. Sound organisational skills. High level of reliability. Ability to act with tact and discretion. Good people skills. Ability to do research and analyse documents and situations. Excellent secretarial skills.
<u>DUTIES</u>	:	Provide a Secretarial Support Service. Record appointments and events and manage the Manager's diary. Receive Telephone calls and refer to the correct role players. Be responsible for the roll call of the Unit daily. Provide secretarial functions in board meetings. Write/type documents, memorandums, letters and reports. Compile agenda's and take minutes during meetings. Compile minutes correctly. Deal with classified files and documents. Arrange meetings and events for Manager. Process the travel and subsistence claims for the Manager. Identify venues, invite role players, organise refreshments and set up schedules for meetings and events. Collect all relevant documents for meetings. Keep Manager's directory. Liaise with travel agencies to make travel arrangements. Prepare briefing and notes for the Manager as required. Keep a filing system. Organise social functions. Operate office equipment. Order and purchase stationary. Keep updated with policy and procedures. Co-ordinate logistical arrangements for meetings when required. Co-ordinate all logistical

		arrangements for visitors visiting the Manager. Monitor the Unit monthly leave register and telephone bills, ensuring payment is submitted on time. Remain abreast with the procedures and processes that apply in the office of the Manager. Provide support to Manager regarding meetings and scrutinize documents to determine actions/information/other documents required for meetings. Record all minutes/decisions and communicate to all relevant role players and make follow-ups on progress. Prepare briefing notes for the Manager as requested. Handle S&T advances and claims.
<u>ENQUIRIES</u>	:	Maj B. Lekgokgola/F Sgt L. Roos Tel No: (012) 672 3055
<u>APPLICATIONS</u>	:	Department of Defence, Air Force Base Waterkloof, PO. Box X1001, Lyttleton 0140 or email to afbwlfr@dod.mil.za or may be hand delivered at Solomon Mahlangu Drive (M10) 378 JR, Centurion
<u>POST 13/48</u>	:	<u>SECRETARY REF NO: AFBDBN/12/13/26</u>
<u>SALARY</u>	:	R237 453 – R279 708 per annum (Level 05)
<u>CENTRE</u>	:	AFB Durban, Durban
<u>REQUIREMENTS</u>	:	Grade 12 (NQF Level 4) or equivalent. No Experience. Special requirements (Skills needed): Knowledge of MS Word, Excel and Power Point. Typing skills. Language proficiency in English (written and verbal). Analytical and innovative thinking as well as problem solving skills. Excellent Interpersonal Skills. Sound organisational skills. High level of reliability. Ability to act with tact and discretion. Good people skills. Ability to do research and analyse documents and situations. Excellent secretarial skills.
<u>DUTIES</u>	:	Provide a Secretarial Support Service. Record appointments and events and manage the Manager's diary. Receive Telephone calls and refer to the correct role players. Be responsible for the roll call of the Unit daily. Provide secretarial functions in board meetings. Write/type documents, memorandums, letters and reports. Compile agenda's and take minutes during meetings. Compile minutes correctly. Deal with classified files and documents. Arrange meetings and events for Manager. Process the travel and subsistence claims for the Manager. Identify venues, invite role players, organise refreshments and set up schedules for meetings and events. Collect all relevant documents for meetings. Keep Manager's directory. Liaise with travel agencies to make travel arrangements. Prepare briefing and notes for the Manager as required. Keep a filing system. Organise social functions. Operate office equipment. Order and purchase stationary. Keep updated with policy and procedures. Co-ordinate logistical arrangements for meetings when required. Co-ordinate all logistical arrangements for visitors visiting the Manager. Monitor the Unit monthly leave register and telephone bills, ensuring payment is submitted on time. Remain abreast with the procedures and processes that apply in the office of the Manager. Provide support to Manager regarding meetings and scrutinize documents to determine actions/information/other documents required for meetings. Record all minutes/decisions and communicate to all relevant role players and make follow-ups on progress. Prepare briefing notes for the Manager as requested. Handle S&T advances and claims.
<u>ENQUIRIES</u>	:	Maj B.E.Nzimande or WO H. Steenkamp Tel No: (031) 450 4734
<u>APPLICATIONS</u>	:	Department of Defence, AFB Durban, P.O. Box 1120, Amanzimtoti, 4125 or emailed to afbdbnhr@dod.mil.za and maybe hand delivered at Prospecton Road, Isipingo, 4133
<u>POST 13/49</u>	:	<u>PROVISIONING ADMIN CLERK REF NO: SAAFCOL/12/13/26/02</u>
<u>SALARY</u>	:	R237 453 – R279 708 per annum (Level 05)
<u>CENTRE</u>	:	AFB Durban, Durban
<u>REQUIREMENTS</u>	:	Grade 12 (NQF Level 4) or equivalent. No Experience. Special requirements (Skills needed): Knowledge of MS Word, Excel and Power Point. Typing skills. Language proficiency in English (written and verbal). Analytical and innovative thinking as well as problem solving skills. Excellent Interpersonal Skills. Sound organisational skills. High level of reliability. Ability to act with tact and discretion. Good people skills. Ability to do research and analyse documents and situations. Excellent secretarial skills.
<u>DUTIES</u>	:	Effective supervising of supervise food service aid, create shift schedules, manage attendance and ensure adequate staffing. Ensure that the dining hall is clean at all times, tables are clean, neat and set correctly according to the menu. Train staff on food safety. Ensure that cutlery, serviettes condiments, butter and assorted jams are available on the tables. Maintain cleanliness and

		safety standards. Assist in preparing and serving food. Report all losses, damages and theft observed. Ensure food quality and presentation meet standards.
<u>ENQUIRIES</u>	:	Maj B.E.Nzimande or WO H. Steenkamp Tel No: (031) 450 4734
<u>APPLICATIONS</u>	:	Department of Defence, AFB Durban, P.O. Box 1120, Amanzimtoti, 4125 or emailed to afbdbhnr@dod.mil.za and maybe hand delivered at Prospecton Road, Isipingo, 4133.
<u>POST 13/50</u>	:	<u>PROVISIONING ADMIN CLERK REF NO: AFBHSPT/12/13/26/01</u>
<u>SALARY</u>	:	R237 453 – R279 708 per annum (Level 05)
<u>CENTRE</u>	:	AFB Hoedspruit, Limpopo
<u>REQUIREMENTS</u>	:	Grade 12 (NQF Level 4) or equivalent. No experience Special requirements (Skills needed): Computer literate, organizing skills, good interpersonal relationships, effective verbal and written communication, Full knowledge of the utilisation of MS software packages.
<u>DUTIES</u>	:	Render general clerical support duties, Capturing of personnel leave and Subsistence & Travelling, capturing of personnel performance assessments, compiling database for skills development programmes for personnel and capturing reports, record assets of the unit and keep them updated by maintain the asset register and attend to telephone enquiries and maintain proper filling of documents in the section.
<u>ENQUIRIES</u>	:	Maj M.M. Visagie /Capt. P. Ratheko Tel No: (015) 799 2924/2387
<u>APPLICATIONS</u>	:	Department of Defence, Air Force Base Hoedspruit, Hoedspruit, 1380 or emailed at Prince.Ratheko@dod.mil.za and maybe hand delivered at the main Gate Golf 1 and Golf 8.
<u>POST 13/51</u>	:	<u>REGISTRY CLERK PRODUCTION REF NO: SAAFCOL/12/13/26/03</u>
<u>SALARY</u>	:	R237 453 – R279 708 per annum (Level 05)
<u>CENTRE</u>	:	SA Air Force College, Pretoria
<u>REQUIREMENTS</u>	:	Grade 12 (NQF Level 4) or equivalent. No experience. Special requirements (Skills needed): Knowledge of MS suite. Language proficiency in English (written and verbal). Analytical and innovative thinking as well as problem Solving Skills. Ability to do research and analyse documents and situations. Excellent record management skills. A background in record management will be an advantage.
<u>DUTIES</u>	:	Development and amendment of records management guidelines, procedures and practices to support DOD record-keeping requirements. Identify and review all current recordkeeping and records management procedures. Continuous review of procedures. The management of Records Classification Systems (ie DOD Correspondence File Plan, record retention schedules). Administer clients' requests for amendments and additions to records classification systems. Answer enquiries with the correct use of file references. Execute all administrative tasks with the maintenance of the records classification systems. Maintain and update the paper-based master copy of the records classification systems by adding additions and amendments when necessary. Ensure that the electronic version and the paper-based version of the records classification systems are always synchronized. Knowledge of MS Word, Excel and Power Point. Typing skills. Language proficiency in English (written and verbal). Analytical and innovative thinking as well as problem solving Skills. Excellent interpersonal Skills. Sound Organisational skills. High level of reliability. Ability to act with tact and discretion. Good people skills. Ability to do research and analyse documents and situations. Excellent record management skills. A background as record management will be an advantage.
<u>ENQUIRIES</u>	:	Maj K.L. Bosch Tel No: (012) 351 5045/5172
<u>APPLICATIONS</u>	:	Department of Defence, SA Air Force College, Private Bag X1008, Thaba Tshwane, 0143 or email to: saafcolhr@dod.mil.za or may be hand delivered at Abraham Kriel Road, Thaba Tshwane, Centurion
<u>POST 13/52</u>	:	<u>ADMINISTRATION CLERK: PRODUCTION REF NO: SAAFCOL/12/13/26/02</u>
<u>SALARY</u>	:	R237 453 – R279 708 per annum (Level 05)
<u>CENTRE</u>	:	SA Air Force College, Pretoria

<u>REQUIREMENTS</u>	:	Grade 12 (NQF Level 4) or equivalent. No experience. Special requirements (Skills needed): Good communication (verbal/written) and Interpersonal skills. Planning and organising.
<u>DUTIES</u>	:	Ensure the performance of high clerical tasks in Support of the Provisioning Administration Officers at e.g. Logistic/Supply Support. Tasks will include the preserving, storing and maintaining of certain military items, making arrangements for the maintenance of stock by experts, keeping data registers up to date iro stock received, issued and not issued. Render assistance during stocktaking and assist with the securing and keeping of warehouse/stores neat. Must do follow up actions on demands outstanding, assist with the updating of provisioning parameters on all ICN's, must assist with the scrutinising and printing of all PA's, must be able to do demand and purchasing as per PA's, assist in the disposal and safe guarding of stores, must give feedback of all relevant stats required, determine future stock levels. Also responsible for binning and cleaning of stores, issuing and receiving of stores, must evaluate and determine requirements concerning the operational readiness of the Base or any section thereof, must do stock taking of stores.
<u>ENQUIRIES APPLICATIONS</u>	:	Maj K.L. Bosch Tel No: (012) 351 5045/5172
	:	Department of Defence, SA Air Force College, Private Bag X1008, Thaba Tshwane, 0143 or email to: saafcolhr@dod.mil.za or may be hand delivered at Abraham Kriel Road, Thaba Tshwane, Centurion
<u>POST 13/53</u>	:	<u>DRIVER OPERATOR REF NO: AFBWKLF/12/13/26/02 (X3 POSTS)</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R170 226 – R200 523 per annum (Level 03)
	:	AFB Waterkloof, Pretoria
	:	Grade 11 (NQF Level 3) or equivalent. A valid driver's license code C1 with a minimum of three (3) years driving experience. Special requirements (Skills needed): Good Interpersonal Relationship skills; good driving skills, Verbal and Communication skills; Listening skills and able to follow or take orders precisely and Time Management Skills.
<u>DUTIES</u>	:	Required to perform the following functions: Always track and check the condition of the car, immediately report any defects to the supervisor, be able to drive light and medium vehicle to transport passenger and other items. provide administrative and messenger services, including collecting and dispatching documents and any other item as directed. Complete all the required and prescribed records in the logbook with regard to the vehicles and goods handled. Maintain the vehicle and ensure its good condition. Always adhere to prescripts as directed by the transport legislation. Be willing to work irregular hours.
<u>ENQUIRIES APPLICATIONS</u>	:	Maj B. Lekgokgola/F Sgt L. Roos, Tel No: (012) 672 3055
	:	Department of Defence, Air Force Base Waterkloof, PO. Box X1001, Lyttleton 0140 or email to afbwlfr@dod.mil.za or may be hand delivered at Solomon Mahlangu Drive (M10) 378 JR, Centurion
<u>NOTE</u>	:	Short-listed candidates will undergo a driving and competency test.
<u>POST 13/54</u>	:	<u>FOOD SERVICE AID REF NO: AFBLBWG/12/13/26/02 (X6 POSTS)</u>
<u>SALARY CENTRE REQUIREMENTS</u>	:	R144 024 - R169 656 per annum (Level 02)
	:	AFB Langebaanweg, Langebaan.
	:	A minimum of ABET qualification. No experience. Special requirements (Skills needed): Knowledge of a limited range of work procedures such as planning and organizing, equipment use, food preparation, etc.
<u>DUTIES</u>	:	Rendering assistance with the preparation and serving of food/drinks in all its forms by: Hygienically preparation (i.e. wash, cut and cook) and serving of food. Preparing and serving tea, coffee and drinks. Supplying water on dining tables. Keeping kitchen, dining hall and food storage areas clean and tidy. Removing all kitchen waste. Packing supplies received in the food storage areas. Washing and cleaning up after meals. Setting tables (including decoration thereof). Waiting on tables. Ensure only authorized personnel have access to kitchen and/or consume meals. Ensure serviceability of equipment and report any defects or shortages. Apply a high standard of hygiene as well as safety measures in work environment.
<u>ENQUIRIES APPLICATIONS</u>	:	Maj M.L. Du Plessis/WO2 V.A. Faro Tel No: (022) 705 2515/2571
	:	Department of Defence, Air Force Base Langebaanweg, Langebaan, 7375 or maybe hand delivered at the Main Gate AFB Langebaanweg Military Base or emailed to lbwgmmove@dod.mil.za

<u>POST 13/55</u>	:	<u>STORE ASSISTANT REF NO: SAAFCOL/12/13/26/03 (X2 POSTS)</u>
<u>SALARY</u>	:	R144 024 - R169 656 per annum (Level 02)
<u>CENTRE</u>	:	SA Air Force College, Pretoria
<u>REQUIREMENTS</u>	:	A minimum of ABET qualification. No experience. Special requirements (Skills needed): Knowledge of a limited range of work procedures such as planning and organizing, equipment use, food preparation, etc Good Communication (verbal/written) and Interpersonal Skills, an eye for detail and basic numerical skills.
<u>DUTIES</u>	:	Provide a productive service regarding store equipment. Must be familiar with prescribed Fire Order (DD19) in store. Must be familiar with the use of fire extinguishing apparatus. Ensure that all equipment or goods are received correctly and in good condition. Must be able to complete register for equipment received and issued. Execute all ad hoc store tasks as issued by order.
<u>ENQUIRIES</u>	:	Maj K.L. Bosch Tel No: (012) 351 5045/5172
<u>APPLICATIONS</u>	:	Department of Defence, SA Air Force College, Private Bag X1008, Thaba Tshwane 0143 or email to: saafcolhr@dod.mil.za or may be hand delivered at Abraham Kriel Road, Thaba Tshwane, Centurion.
<u>POST 13/56</u>	:	<u>GROUNDSMAN REF NO: AFBHPST/12/13/26/02 (X6 POSTS)</u>
<u>SALARY</u>	:	R144 024 - R169 656 per annum (Level 02)
<u>CENTRE</u>	:	AFB Hoedspruit, Limpopo
<u>REQUIREMENTS</u>	:	A minimum of ABET qualification. No experience. Special requirements (Skills needed): Good communication (verbal/written) and Interpersonal skills. Knowledge of health and safety. Knowledge of basic maintenance of machinery with low level of complexity in operating it. Knowledge of basic hand tools and cleaning equipment. Ability to operate cleaning machines Ability to perform routine tasks. Ability to work in team and individually.
<u>DUTIES</u>	:	Cultivate garden areas. Prepare soil for the planting of plants. Maintain flower and other beds by fertilizing, irrigating, weeding and pruning. Mow lawns and cut edges. Load and unload various articles and equipment needed on the grounds. Irrigate lawns. Remove refuse from the terrain. Load refuse on the truck for transportation to refuse dumps or burn refuse. Maintain neatness of unit areas.
<u>ENQUIRIES</u>	:	Maj M.M. Visagie /Capt. P. Ratheko Tel No: (015) 799 2924 or 2387
<u>APPLICATIONS</u>	:	Department of Defence, Air Force Base Hoedspruit, Hoedspruit, 1380 or emailed at Prince.Ratheko@dod.mil.za and maybe hand delivered at the main Gate Golf 1 and Golf 8.
<u>POST 13/57</u>	:	<u>HOUSEHOLD AID REF NO: AFBLBWG/12/13/26/03 (X4 POSTS)</u>
<u>SALARY</u>	:	R144 024 - R169 656 per annum (Level 02)
<u>CENTRE</u>	:	AFB Langebaanweg, Langebaan
<u>REQUIREMENTS</u>	:	A minimum of ABET qualification. No experience. Special requirements (Skills needed): Communicate effectively.
<u>DUTIES</u>	:	Perform cleaning related duties in offices and other facilities as determined by Supervisor (i.e. sweeping, vacuuming, window cleaning, dusting, polishing furniture and floors). Clean ablution facilities. Maintain cleanliness in the bungalow of students. Report any defects in the workplace to immediate supervisor.
<u>ENQUIRIES</u>	:	Maj M.L. Du Plessis/WO2 V.A. Faro Tel No: (022) 705 2515/2571
<u>APPLICATIONS</u>	:	Department of Defence, Air Force Base Langebaanweg, Langebaan, 7375 or maybe hand delivered at the Main Gate AFB Langebaanweg Military Base or emailed to lbwgmove@dod.mil.za
<u>POST 13/58</u>	:	<u>GROUNDSMAN REF NO: AFBLBWG/12/13/26/04 (X3 POSTS)</u>
<u>SALARY</u>	:	R144 024 - R169 656 per annum (Level 02)
<u>CENTRE</u>	:	AFB: Langebaanweg, Langebaan
<u>REQUIREMENTS</u>	:	A minimum of ABET qualification. No experience. Special requirements (Skills needed): Good communication (verbal/written) and Interpersonal skills. Knowledge of health and safety. Knowledge of basic maintenance of machinery with low level of complexity in operating it. Knowledge of basic hand

		tools and cleaning equipment. Ability to operate cleaning machines Ability to perform routine tasks. Ability to work in team and individually.
<u>DUTIES</u>	:	Cultivate garden areas. Prepare soil for the planting of plants. Maintain flower and other beds by fertilizing, irrigating, weeding and pruning. Mow lawns and cut edges. Load and unload various articles and equipment needed on the grounds. Irrigate lawns. Remove refuge from the terrain. Load refuge on the truck for transportation to refuge dumps or burn refuge. Maintain neatness of unit areas.
<u>ENQUIRIES</u>	:	Maj M.L. Du Plessis/WO2 V.A. Faro Tel No: (022) 705 2515/2571
<u>APPLICATIONS</u>	:	Department of Defence, Air Force Base Langebaanweg, Langebaan 7375 or maybe hand delivered at the Main Gate AFB Langebaanweg Military Base or emailed to lbwgmmove@dod.mil.za
<u>POST 13/59</u>	:	<u>CLEANER REF NO: AFBLBWG/12/13/26/05 (X2 POSTS)</u>
<u>SALARY</u>	:	R144 024 - R169 656 per annum (Level 02)
<u>CENTRE</u>	:	AFB: Langebaanweg, Langebaan
<u>REQUIREMENTS</u>	:	A minimum of ABET qualification. No experience. Special requirements (Skills needed): Ability to communicate effectively (verbal) in English. Knowledge of basic maintenance of machinery with low level of complexity in operating it. Knowledge of basic hand tools and cleaning equipment. Ability to operate cleaning machines. Ability to perform routine tasks. Ability to work in team and individually.
<u>DUTIES</u>	:	Perform cleaning related duties in offices and other facilities as determined by Supervisor (i.e. sweeping, vacuuming, window cleaning, dusting, polishing furniture and floors). Clean ablution facilities. Report any defects in the workplace to immediate supervisor.
<u>ENQUIRIES</u>	:	Maj M.L. Du Plessis/WO2 V.A. Faro Tel No: (022) 705 2515/2571
<u>APPLICATIONS</u>	:	Department of Defence, Air Force Base Langebaanweg, Langebaan, 7375 or maybe hand delivered at the Main Gate AFB Langebaanweg Military Base or emailed to lbwgmmove@dod.mil.za