



WE ARE HIRING!

Maritzburg College, one of the leading boys' schools in South Africa, has an excellent reputation for its academic, sporting, cultural and leadership programmes. The Governing Body invites applications from suitably qualified and experienced persons for the following post:

Assistant Estates Manager

To assume duty 01 July 2021

We require the services of an experienced maintenance supervisor to provide support to the Estates manager. The incumbent must be a team player and have the ability to work under pressure and manage a team.

Responsibilities will include -

- Overseeing the day to day maintenance of the school gardens, school buildings including the Boarding Establishment
- Maintenance and upkeep of School owned vehicles
- Oversee material deliveries to the Estates Department
- Implementation of health, safety and security policies, procedures and protocols
- Co-ordination and set up of venues for functions
- Oversee Estates, Grounds and BE staff
- Control and monitor all contract labour
- Preparation and monitoring of relevant budgets

Minimum Requirements: -

- Matric or trade qualification
- Code 10 Driver's licence
- Positive attitude and good communication skills
- Problem solver, attention to detail
- Experience in Occupational Health & Safety
- Previous supervisory experience

Suitably qualified applicants are invited to submit their C.V with proof of qualifications to **hr@mcollege.co.za**.

Closing date for all applications: 16 April 2021

Should you not have heard from us by **25 April 2021**, please assume that your application has been unsuccessful and no further correspondence will be entered into.

Prospective employees are obliged to confirm (on an affidavit) that they have never been convicted of a sexual offence against a child or mentally disabled person as well as provide a police clearance certificate.

Maritzburg College reserves the right not to make an appointment.

An application in itself does not entitle the applicant to an interview.

Directing potential since 1863
www.maritzburgcollege.co.za



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