

UNIVERSITY OF SOUTH AFRICA

DEPARTMENT: FACILITIES MANAGEMENT

DIRECTORATE: PROJECT MANAGEMENT

OHS TECHNICAL ADVISOR P8 X1 / MUCKLENEUCK CAMPUS

(Ref: Bushy Motedi 2025)

Purpose

To identify, evaluate, and eliminate health and safety hazards, implement health and safety programs, conduct health and safety training, and health and safety inspections and audits.

To collect and analyse health and safety incident/ accident data, and design corrective and improvement action to the work environment.

To develop safe work and procedures.

To identify, assess, and control workplace hazards and risks to ensure a safe and healthy work environment.

Requirements

Bachelor's degree in occupational health and safety, Environmental Science, or related field.

At least 3 years of experience in a Health and Safety role.

Drives licence.

Experience

At least 3 years of experience in a Health and Safety role

Knowledge, skills and capabilities

- Excellent communication and interpersonal skills.
- Able to work independently and as part of a team.
- Proficiency in Microsoft Office applications.
- Ability to communicate with a wide range of people.
- Skills of organisation and time keeping are essential.
- Capable of solving problems and making recommendations.

- Attention to detail.

Duties

Ensuring that UNISA complies with local and international Occupational Health and Safety legislation, regulations and applicable standards.

Co-ordinating hygiene surveys to reduce costs associated with workplace Incidents/ accidents (e.g., medical treatments, lost productivity etc.).

Enabling workers and management to act and mitigate risks.

Identifying, evaluating, and controlling risks but also promoting a safe and healthy environment for everyone in the workplace—including occasional visitors.

Investigating accidents and incidents to determine root causes and develop corrective actions.

Providing OHS induction to contractors and their employees, developing material for these presentations.

Assumption of duty : As soon as possible.

Salary : Remuneration is commensurate with the seniority of the position

Closing date : 6 June 2025

Enquiries : (012) 429 4803 Mr Bushy Motedi (HR Staffing)

- The completed prescribed application form (HR-PA 001) must be accompanied BY COMPREHENSIVE CURRICULUM VITAE and ORIGINAL certified copies (within the previous six months) of;
- all educational qualifications,
- identity document; and
- proof of SAQA verification of foreign qualifications (if applicable)
- UNISA reserves the right to authenticate all qualifications without any further consent from the applicant.
- The contact details of three contactable references must be provided, one of which must be from your present line manager.
- The prescribed application form is obtainable from Unisa *Intranet-Human Resources-Forms*
- Late, incomplete and incorrect applications will not be considered.
- *Appointments will be made in accordance with Unisa 's Employment Equity Plan and other applicable legislation.*

We welcome applications from Persons with
Disabilities ☐

Applications must be submitted in an envelope clearly marked with the name of the relevant College and/or Department, the position applied for and the reference number of the position. If you apply for more than one position, each application must be in a separate envelope.

Applications must be emailed to bmothedi@unisa.ac.za HR: Staffing.

All applications should reach UNISA before 16h00 on the closing date.

Correspondence will be limited to short-listed candidates only. If you have not been contacted within two months after closing date of this advertisement, please accept that your application was not successful.