

UNIVERSITY OF SOUTH AFRICA

**DEPARTMENT: UNIVERSITY ESTATES
DIRECTORATE: MAINTENANCE**

**ELECTRICIAN (P8) X4 POSITIONS
SIX (6) MONTHS CONTRACT
(MUCKLENEUK CAMPUS)**

(REF: UNIVEST/ELECTRICIAN/P8/22342/2019-NV)

The purpose of this position is to maintain safe electricity distribution to ensure the uninterrupted electricity service delivery to Unisa facilities.

Requirements:

Minimum Qualification(s):

- National Diploma in Electrical or;
- N3 with completed apprenticeship as Electrician plus Trade Test; or
- Millwright plus trade test in Electrical

Experience:

- 3 years' experience in the relevant field

Knowledge of:

- General Electrical maintenance of domestic and industrial installations
- Maintenance of switching of High and Low Voltage equipment and installations
- Basic Occupational Health and Safety regulations

Skills:

- Interpersonal Relations - being aware of the other's reaction and understanding why they react as they do
- Problem Solving Skills
- Service Orientation – actively looking for ways to help people
- Time Management – managing one's own time and time of others
- Judgement and Decision Making – considering the relative costs and benefits of potential actions to choose the most appropriate one
- Coordination – adjusting in relations to others' actions

Abilities:

- Electrical Inspections
- Knowledge and understanding of electric equipment
- Electrical Equipment installation and maintenance
- Use of Meters/Testing Equipment
- Reading/interpreting building plans
- Building regulations & related legislation
- Use of hand tools
- Supervision of assistants and external contractors
- Planning, organizing and controlling work
- Equipment repair and maintenance
- Customer service; handling of customers/client queries and complaints

Duties:

- Electrical installation, construction and maintenance
- Compliance with occupational health and safety regulations

Assumption of duty : As soon as possible
Salary : Remuneration is commensurate with the seniority of the position
Closing date : 02 September 2019

- **All applications should reach UNISA before 16H00 on the closing date.**

Enquiries : (012) 429 2066 Mrs Nadia van Vuren (HR: Contracts Appointments)
(012) 429 2568 Mr Frans Tlhole – Electrical Engineer: Maintenance Directorate

- Vacancies can be viewed on <https://staff.unisa.ac.za/vacancies>
- **The completed prescribed application form must be accompanied BY COMPREHENSIVE CURRICULUM VITAE and ORIGINAL certified copies (within the previous six months) of;**
 - identity document;
 - all educational qualifications;
 - academic transcripts/records;
 - 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 employer excluding your current line manager if you are an internal Unisa applicant
- Unisa is not obliged to fill an advertised position
- Late, incomplete and incorrect applications will not be considered
- Appointments will be made in accordance with Unisa's Employment Equity Plan

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 posted to Unisa, HR: Staffing, PO Box 392 Unisarand 0003**
- **Hand delivered applications can be deposited into the Application Box (marked HUMAN RESOURCES) situated at Muckleneuk Campus: OR Tambo Building, Main Entrance.**

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.