



VACANCY

REFERENCE NR	:	VAC00050
JOB TITLE	:	Supervisor Soft Services
JOB LEVEL	:	C5
SALARY	:	R 455 638 – R 683 457
REPORT TO	:	Senior Manager: Property Management
DIVISION	:	Human Capital Management
DEPT	:	Facilities Management and Physical Security
LOCATION	:	SITA Erasmuskloof
POSITION STATUS	:	Permanent (Internal/External)

Purpose of the job

To provide a professional and effective supervisory service across all the Organization soft services.

Key Responsibility Areas

Service Monitoring. Working to department guidelines and standard procedures. Workplace Health and Safety. Oversee day to day running of Site Soft Services in respect of Cleaning and waste management. Financial Management.

Qualifications and Experience

Minimum qualification requirement: 3-year Diploma / Degree in a relevant discipline / NQF level 6 in Property or Facilities Management.

Experience: 3-4 years' experience applicable to the specified discipline Understand the basic theoretical reasoning and detailed practical applications behind the process or system.

Technical Competencies Description

Knowledge in the following, commercial cleaning, hygiene, waste management, pest control, recycling, landscaping and high-rise window cleaning. Skills: Business Writing, Facilities Management, General Administration, Corporate Governance.

Interpersonal/behavioural competencies: Active listening, Attention to Detail, Analytical thinking, Continuous learning, Disciplined.

How to apply

Kindly forward your CV to: Puleng.recruitment@sita.co.za

Closing Date: 05 November 2021

Disclaimer

SITA is an Employment Equity employer and this position will be filled based on Employment Equity Plan. Correspondence will be limited to short listed candidates only. Preference will be given to members of designated groups.

- If you do not hear from us within two months of the closing date, please regard your application as unsuccessful. Applications received after the closing date will not be considered. Please clearly indicate the reference number of the position you are applying for
- It is the applicant`s responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA)
- Only candidates who meet the requirements should apply
- SITA reserves a right not to make an appointment
- Appointment is subject to getting a positive security clearance, the signing of a balance score card contract, verification of the applicant`s documents (Qualifications), and reference checking
- Correspondence will be entered to with shortlisted candidates only
- CV`s from Recruitment Agencies will not be considered
- CV`s sent to incorrect email address will not be considered.