



**Department: Support/Maintenance**

**Post: Caretaker**

Taal-Net Group of Schools Gauteng

Job Type: Contract

Application closing :Date 16 December 2024

Suitably qualified and experienced candidates should submit their CV with a covering letter to [hr@taalct.co.za](mailto:hr@taalct.co.za)

Taal-net Group of Schools is currently looking for caretaker to perform various tasks and support to our campuses. Caretaker should have ability to use your initiative, have excellent verbal communication skills and customer service skills.

**DUTIES**

- Carrying out repairs around the school, as well as performing basic DIY.
- Undertake any specific cleaning duties and to ensure the school is clean and maintained to a good level of hygiene
- Dealing with security and access to the site.
- Setting maintenance and repair priorities around the school.
- Report any defects in the buildings, furniture, fittings and outside areas as required by regulations and instructions
- Attend to the opening and closing of the premises
- Check the site for any health and safety hazards and ensure security of stakeholders
- Meet and supervise any contractors visiting or working on the site

**REQUIREMENTS**

- Matric certificate
- Police clearance
- South African (ID)
- NB: Please bring required certificates and Documents or email them to [hr@taalct.co.za](mailto:hr@taalct.co.za)

**NB. Taal-Net Group of Schools does not acknowledge receipt of CVs. Only shortlisted candidates are contacted.**

**Taal-Net Institute reserves the right not to make an appointment.**