



an agency of the

Department of Sport, Arts and Culture

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Incorporating the satellites:	Insluitend die sateliete:
Oliewenhuis Art Museum	Oliewenhuis-kunsmuseum
Freshford House Museum	Freshford-huismuseum
First Raadsaal	Eerste Raadsaal
Wagon Museum	Waenhuismuseum
Florisbad Research Station	Florisbad-navorsingstasie

VACANCY

FACILITIES MANAGER NATIONAL MUSEUM, BLOEMFONTEIN

Applications are invited for the position of Head: Facilities Management at the National Museum in Bloemfontein. We are looking for an experienced Facilities professional with excellent managerial and organizational skills

Salary scale: DPSA Assistant Director Salary level.

Knowledge, Skills and Abilities:

Minimum Qualification: NQF Level 6 qualification in either Electrical, Mechanical, Facilities Management, Legal or N6 with relevant trade.

Experience: 5 years' experience within Facilities Management. Adequate Supervisory experience.

Knowledge: Occupational Health and Safety, National Building Regulations, Project Management, Contract Management, Computer Literacy, People Management, Experience in client relationships and customer satisfaction.

Key Performance Areas:

Manage the Physical sites of the National Museum and its satellites in accordance with requisite Building, OHS and Heritage Standards.

Coordinate all building maintenance, repair projects, renovations and Special Projects

Safety and Security Management

Supervision of Caretaking and Cleaning Functions

Manage and administer the Facilities Department

Recruitment Details

- Communication will be limited to the short-listed candidates only.
- Short-listed candidates will be subjected to a comprehensive selection process
- The National Museum is committed to Employment Equity and aims to attract and retain talented individuals to achieve its equity objectives. Therefore people from designated groups, including those with disabilities, are encouraged to apply.
- The National Museum reserves the right not to fill an advertised position.
- If you meet ALL the stated requirements, kindly e-mail your application to hr@nasmus.co.za, including a covering letter, a copy of your identification document, copies of qualifications and a comprehensive CV (including three referees with their contact details).
- Applications not meeting the criteria will be disqualified.
- Should you not hear from us within one month after the closing date, consider your application unsuccessful.

Enquiries: For further enquiries, contact hr@nasmus.co.za

Closing date: 06 November 2020