



NATIONAL SCHOOL NUTRITION PROGRAMME SUB DIRECTORATE



The Northern Cape Department of Education – NSNP Is offering job opportunity to 21 unemployed young people as Admin Assistant (Monitors).

CRITERIA

- × Applicants must be south African citizen
- × Young person between ages of 18-35
- × Have grade 11 Or 12
- × Computer literacy and a drivers licence will be an advantage

DUTIES

- × Monitoring the NSNP at school level to ensure compliance
- × Updating the NSNP Unit on financial expenditure, unauthorised expenditure and outstanding documents
- × To report on schools monitored
- × Develop district NSNP database
- × Perform all general administration duties to enhance the NSNP

OFFICE	POSTAL ADDRESS	PHYSICAL ADDRESS	CONTACT PERSON	JOB OPPORTUNITIES
Head Office	IK Nkoane Education House Private Bag X5041 Kimberley . 8300	IK Nkoane Education House 156 Barkly Road Block A1 Room 2 or Block K Room 2	Ms Kelebogile Mompoti Ms Boipelo Modise	5
Frances Baard	Education Building Private Bag X5041 Kimberley . 8300	Education Building (Block B) 201 Mashilo Street – Former Peme Primary Galeshewe . 8345	Mr Tebogo Tau Ms Monica Matsio	3
John Taolo Gaetsewe	6164 Kgosi Mothibi Road Mothibistad 8474	6164 Kgosi Mothibi Road Mothibistad 8474	Mr J.J.Okhuis Ms H. Hebe	3
Namakwa	Corner Phillip and Bree Street Springbok . 8240 (And) Education Department P O BOX 160 Calvinia . 8190	Corner Phillip and Bree Street Springbok . 8240 (And) Education Department Corner Church and Van Riebeck Street Calvinia . 8190	Mr James Dick Mr J Windvogel	4
Pixley Ka Seme	Alpha Road De Aar 7000	Alpha Road De Aar 7000	Ms Venia Matjobeni	3
ZF Mgcawu	Z.J.G. Smith Street Morning Glory 8801	Z.J.G. Smith Street Morning Glory 8801	Mr Maphanka Mr Henly Links	3
TOTAL				21

A monthly Stipend of R5050 (inclusive of 1% UIF) will be paid to every participants for the duration of a short – term contract of 1 June 2018 to 31 March 2019.

Please return your completed Z83 forms accompanied by certified copies of your Qualifications, Identity Document (ID) and the Curriculum Vitae (CV's).

NB: Closing date: 22 May 2018