



JOB POSTING

POSITION: PROPERTY MAINTENANCE MANAGER
LOCATION: ACACIA PARK
START DATE: ASAP

ESSENTIAL MINIMUM REQUIREMENTS

FORMAL EDUCATION: GRADE 12 WITH A FORMAL TECHNICAL QUALIFICATION SUCH AS A PLUMBER OR ELECTRICIAN

EXPERIENCE: This role includes a wide range of property maintenance tasks such as brickwork, plastering, painting, carpentry, welding, and electrical and plumbing repairs. Responsibilities include supervising staff and contractors, adhering to health and safety protocols, managing stock movements, and maintaining motor vehicles. A valid code 8 driver's license is required.

COMPETENCIES: Responsibilities for this role include resource control (budgeting, process control, scheduling and planning, and stock control), building methodologies, plumbing, electrical repair and maintenance, time management, staff supervision, quality control, and standard setting. The successful candidate will interpret building plans and manage basic motor vehicle maintenance. They must be able to identify and repair basic plumbing and electrical components and carry out general maintenance tasks such as window replacement, gardening, and paving. Physical fitness is required to conduct maintenance on roofs and other areas. Proficiency in MS Office is essential. Knowledge of fibre, and network connections is essential. The organisation makes use of electronic records, and the applicant should be able to understand and navigate the system confidently. Good technical skills are required, along with the ability to ensure that accurate records are consistently kept by the maintenance team.

ATTITUDE: The ideal candidate must be able to work effectively under pressure and handle the demands of a diverse range of job functions. A willingness to engage in hands-on tasks and strong administrative skills are essential. The candidate should be practical and hands-on, with the ability to lead and motivate a team and manage contractors. Strong interpersonal skills are required to interact effectively with residents.

EXPIRY DATE 14 August 2026

INTERESTED APPLICANTS WHO MEET THE ABOVE ESSENTIAL MINIMUM REQUIREMENTS SHOULD CONTACT: -

MRS VANESSA DE VILLIERS AT ACACIA PARK OR SUBMIT THEIR WRITTEN C.V. TO HER VIA E-MAIL AT acaciamanager@trans50.org.za. BEFORE THE EXPIRY DATE.