



MAINTENANCE ASSISTANT

RENISHAW – SCOTTBURGH

RenSERV, is the utilities provider to the Renishaw Coastal Precinct. The services provided by the company range from, but are not limited to, potable water supply, wastewater treatment, gardening, hard maintenance, etc. around the Precinct.

RenSERV is seeking an experienced Maintenance Assistant to assist with the maintenance activities provided for the Precinct.

The successful incumbent will be responsible for:

Administrative:

- Assisting the Maintenance Controller in developing and implementing schedules for pro-active maintenance as well as emergency maintenance planning within RenSERV's facilities.
- Documenting and preparing daily progress reports and maintenance logs.

Practical:

- Performing assigned maintenance operations and processes to the agreed Quality Assurance requirements.
- Conducting regular inspections of all facilities and reporting to the Maintenance Controller to detect and resolve potential issues.
- Ensure compliance in terms of Health and Safety Act.
- Assist the Maintenance Controller to monitor tool and stock inventory and replacement and/or ordering the required.
- Inspect, test and quality assure completed work.

REQUIREMENTS

- High School diploma and/or equivalent qualification
- OPTIONAL – Maintenance related tertiary education
- Basic understanding of technical features of residential, mechanical, plumbing, and electrical systems
- Potential organizational and leadership abilities
- Excellent communication and Interpersonal skills
- Computer literate (Microsoft Outlook / Word / Excel)
- Valid Driver's License



The appointment will be made in accordance with the Company's EE Policy.

Interested applicants should forward their CV's to: e-mail address shlangwe@cbl.co.za.

Closing date: 23 May 2023

Should you have not been contacted within 2 weeks from the closing date, please consider your application unsuccessful.