



a world class African city

@CityofJoburgZA 
 @CityofJohannesburg 
 CityofJoburg 

MUSEUM ASSISTANT: JOHANNESBURG ART GALLERY PERMANENT POSITION

<u>DEPARTMENT:</u>	Community Development
<u>BRANCH:</u>	Arts, Culture & Heritage
<u>DESIGNATION:</u>	Museum Assistant: Johannesburg Art Gallery
<u>REMUNERATION:</u>	R9 457,14 pm (basic salary, excluding benefits)
<u>LOCATION:</u>	Johannesburg Art Gallery, cnr King George & Joubert Street

Minimum Requirements:

- Matric certificate/Grade 12;
- At least 1 – 2 years' experience in museum and galleries;
- Good knowledge of museums and galleries.

Primary Function:

General cleaning and hygiene. Help with moving and storing museum furnisher and property. Stock taking.

Key Performance Areas:

- Cleaning and hygiene;
- Moving and storing of museum furnisher and displays;
- Do stocktaking of cleaning materials and equipment and general office requirements such as toilet paper;
- Check deliveries of incoming orders;
- Set up and breakdown for meetings, events and displays;
- Attend first aid and fire-fighting training sessions.

Leading Competencies:

- Good communication;
- Reading and writing.

Core Competencies:

- Knowledge of First Aid, Fire-fighting;
- Understand OHAS;
- Handling of museum collections.

All suitably qualified candidates are encouraged to apply and will be considered. The City of Johannesburg applies the principles of employment equity as per National legislation and policy guidelines and will consider designated groups in line with these requirements.