



University of Cape Town Lung Institute

GENERAL ASSISTANT

The University of Cape Town Lung Institute (www.lunginstitute.co.za), Institute require applications for a **Part-Time General Assistant*** on a **Fixed Term Contract** in their Housekeeping Department.

The Lung Institute, situated in George Street, Mowbray, is wholly-owned subsidiary of the University of Cape Town and is recognised internationally as a leader in the study of treatments for airways diseases, having performed more than 150 research projects field.

Minimum Requirements:

- Grade 12 / Matric (advantageous)
- Previous cleaning / housekeeping experience
- Ability to use various cleaning machinery and products

The ideal candidate must be / have:

- Able to work in a medical environment
- Team worker
- Detail-orientated
- High work standards
- Adaptable and flexible
- High degree of confidentiality
- Proficient in English

Responsibilities include (but not limited to):

- Housekeeping duties (cleaning and sanitizing work areas and public spaces in the building)
- Manage stock / supply of consumables as well as order and replenish stock as required
- Ensure health and safety is maintained
- Report any hazardous situations
- Assist with moving equipment in the building
- Assist with recycling and compost ventures

Additional Information:

- Part-Time / Flexible position (keep track of hours on a timesheet)
- 6-month Fixed Term Contract
- Position will be based at the UCT Lung Institute in Mowbray, Cape Town

To apply, interested applicants are requested to [click here](#) to complete the online application process with a cover letter and updated CV

Hand delivered applications will also be accepted at the Reception of the Lung Institute, George Street, Mowbray.

Closing Date: 24 December 2024

Only shortlisted candidates will be contacted. Should you not receive a response within 30 days of the closing date, please consider your application unsuccessful.

The University of Cape Town Lung Institute is committed to equity in our employment practices and reserves the right not to appoint. The selection process will be guided by the Employment Equity Plan and Targets of the University of Cape Town Lung Institute (Pty) Ltd.

***Please Note: This Position is not on UCT Conditions of Service.**