



GAUTENG PROVINCE

EDUCATION
REPUBLIC OF SOUTH AFRICA

INTERNAL MEMO

TO: ALL GDE EMPLOYEES

FROM: Ms ESTHER NDLEBE
DIRECTOR: R&S DIRECTORATE

DATE: 06 JUNE 2018

SUBJECT: ERRATUM OF SENIOR ADMIN CLERKS:
SCHOOL NUTRITION ADVERTS

Kindly note that the posts of Senior Admin Clerks: School Nutrition were advertised on GDE news and departmental website on the 04th June 2018.

The requirements have been amended to: Grade 12 Certificate. **A valid driver's license is essential.** Relevant experience will be an added advantage. An understanding of the National School Nutrition Programme (NSNP). Knowledge and experience in monitoring of programmes. Proven experience in compiling reports. Knowledge of legislative framework applicable in the National School Nutrition Programme. Good interpersonal skills and communication skills (verbal and written). Computer literacy and practical experience, administrative, analytical, planning and organizational skills. Ability to work under pressure and in a team. Applicants with prior learning, either by means of experience or alternative courses may also apply.

The closing date has been extended to 13 June 2018.

We Apologies for any inconvenience caused.

Ms Esther Ndlebe
Director: Recruitment and Selection
Date: 06/06/2018