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COMMONWEALTH
WAR GRAVES
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FACT SHEET
OPERATIONS ASSISTANT, SOUTH AFRICA

Hours of work	42.5 hours per week, gross
	Normal Working Hours: Monday to Thursday 07:00 – 16:00 with 30 minutes lunch break Friday 07:00 – 13:30 with 30 minutes lunch break
Annual Leave	20 days
Public Holidays	As per the Department of Public Sector Administration, SA
Probation Period	Six months
Pay	From ZAR 173,703, depending upon experience
Allowances	Housing Allowance: ZAR 1,342 per month Medical Allowance: ZAR 1,444 per month
Pension	The Commission contributes towards the employee's private scheme. More details will be provided to the successful candidate
Other Benefits	Group Life insurance. More details will be provided to the successful candidate

Appointment will be subject to proof of original educational and/or professional qualifications for the role, two satisfactory employment references, satisfactory medical clearance and proof of right to work in South Africa.