



JEPPE HIGH SCHOOL FOR GIRLS

ADVERTISEMENT OF A DRIVER POST

Jeppe High School for Girls, a leading, monastic public school situated in Kensington, Johannesburg seeks to employ:

POSITION: DRIVER & GENERAL MAINTENANCE ASSISTANT

We are seeking a reliable and responsible individual to join our team as a **School Driver & General Maintenance Assistant**. The successful candidate will be responsible for the safe transport of learners and staff, as well as assisting with basic maintenance and upkeep of school facilities.

The starting date of the appointment is 1 June 2026

Requirements include but are not limited to:

- Valid South African driver's license (Code 10 or above) with PDP
- Minimum 5 years' driving experience (school experience is a plus)
- Clean criminal and driving record
- Excellent knowledge of local routes and traffic laws
- Excellent communication and interpersonal skills
- Must be punctual, reliable, and presentable
- Ability to maintain discipline and ensure student safety during transport
- Ability to work flexible hours, weekends if required
- Physically fit and able to perform manual tasks

Key Responsibilities:

Driving Duties:

- Safely transport students and staff to and from school, events, and outings.
- Ensure the school vehicle is clean, well-maintained, and roadworthy at all times.
- Conduct regular vehicle checks and report any issues promptly.
- Adhere to all traffic laws and school transport policies.

General Maintenance Duties:

- Perform routine maintenance tasks such as painting, plumbing, minor repairs, and general upkeep of school grounds and buildings.
- Assist with setting up school functions or activities.
- Ensure tools and equipment are properly stored and maintained.
- Report any major maintenance issues to the Facilities Manager or School Administrator.

HOW TO APPLY:

Email careers@jeppegirls.co.za

- A comprehensive CV with cover letter and 3 references.
- Applications will be reviewed on an ongoing basis until the right candidate is identified. Only qualified candidates will be invited for interviews.

Salary: Negotiable depending on qualifications and experience

Closing date: 1 May 2026

The school reserves the right not to fill the position. An application will not in itself entitle the applicant to an interview or appointment.

