

## WILDTRUST - Y.E.S. PROGRAMME VACANCIES

The **WILDTRUST** is participating in the Youth Employment Services (YES) programme aimed at reducing Youth unemployment levels. The YES programme provides a **one-year** work-based job training experience aimed at affording unemployed youth practical and meaningful work opportunities.

The **WILDTRUST** invites applications from unemployed youth, graduates and scholars who are between the ages of 18 and 27 years to apply for the following vacancies.

### IT SUPPORT and ADMIN ASSISTANT

Preference will be given to previously disadvantaged individuals. Late applications will be disregarded. The **WILDTRUST** reserves the right to vary the requirements and not to fill these posts. Correspondence will be limited to short-listed candidates only. If you have not been contacted within 2 weeks after the closing date, please consider your application as unsuccessful.

Number of Available post's and Vacancy title:	1 X IT Support and Admin Assistant
Posts based at:	Hilton (KZN) – must have own transport
Salary and Contract Duration	R3 500.00 per month – 12 month contract
Requirements:	Between 18 and 27 years of age SARS income tax number and valid email address Currently unemployed
Minimum Qualifications Required:	Matric. Any relevant post-matric qualifications. Experience working in an IT support or database administrator role, and some knowledge of Microsoft Exchange and SQL Server, would be advantageous.
Key Performance Area's	Computer literacy with good English and written skills Broad knowledge of IT systems including databases Providing basic IT support to team members Trouble shooting server and connectivity issues General assistance to the Finance and Admin team
Send a 3-page Curriculum Vitae (CV) with a motivation letter to:	<a href="mailto:nateshab@wildtrust.co.za">nateshab@wildtrust.co.za</a> P O Box 1138, Hilton, 3245
Closing date for applications:	08 <sup>th</sup> February 2019