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WE HAVE EXCITING AN CAREER OPPORTUNITY FOR:

**SHORT-TERM CONTRACT POSITION:**  
**CASHIER/CLOAKROOM ATTENDANT**

**APPLICATION REQUIREMENTS**


- Complete the online job application form and attach all relevant and updated documents (Certified Qualification/s/Certificates, ID, and CV).
- Applicants should take note that they can be required to provide proof of original documents during the selection process.
- You will be requested to provide a brief description of your work experience relating to the vacancy.
- Applicants with membership in professional bodies need to provide a membership number and expiry date.
- If you are an internal applicant, your employee number will be required.
- Applicants are advised to use Google Chrome when applying for CoJ positions.


**DISCLAIMER**

- We are an equal opportunity employer.
- By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process.
- However, registering your CV and/or receipt and acknowledgement of any kind shall not be an indication that your application will be successful and/or lead to employment.
- The City of Johannesburg shall not be liable for any damage, loss or liability of whatsoever nature arising from your use of the job opportunity section of this website.
- The City of Johannesburg reserves the right not to make an appointment.



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## CASHIER/CLOAKROOM ATTENDANT SHORT-TERM CONTRACT POSITION (Not exceeding 8 months)

**Department:** Community Development  
**Branch:** Sports & Recreation Unit  
**Designation:** Cashier/Cloakroom Attendant  
**Salary Range:** R15 115,49 pm (all-inclusive, no benefits)  
**Location:** 2 Helen Joseph, Arts & Culture Building, Newtown

### Minimum Requirements

- Grade 10 school certificate is required.
- Must be literate (Ability to add and subtract and read and write).
- Must be able to operate a cash register.
- 3 – 6 months' Cashier and Cleaning experience and basic numeracy skills (collect and be able to calculate monies).
- Domiciled within the jurisdiction of the Johannesburg Metropolitan Area (Applicant must provide original proof of residence);
- Be physically fit and mentally fit;
- Be prepared to undergo vetting processes

### Primary Function:

**Carry out cashier duties and control entry to the swimming pool, and carry out cleaning and cloakroom duties**

### Key Performance Areas:

- Ensure that patrons tender the appropriate fees prior to entering of swimming pools, with the monitoring, services and cleaning of the facility.
- Various Cashier and Cloakroom duties, which include, but are not limited to, ensuring that the appropriate entrance fees are tendered by patrons and entering the same on the cash register.
- Control entry to the swimming pool by preventing persons with infections and contagious diseases, and intoxicated persons from entering the premises.
- Issue swimming pool season tickets.
- Assists with the cleaning of the ticket office, change-rooms and cloakroom.

### Leading Competencies:

- Knowledge of cash register operations, cash handling, cleaning knowledge of various general cleaning chemicals.

### Core Competencies:

- Be able to tolerate stress, written and verbal, good communication, cash register and cleaning skills.



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*“All suitably qualified candidates are encouraged to apply and will be considered. The City of Johannesburg applies the principles of employment equity as per National legislation and policy guidelines and will consider designated groups in line with these requirements. Preference will be given to previously disadvantaged groups including those with disabilities. Appointments will be made in accordance with the approved Employment Equity Plan to promote its equitable representation in terms of race, gender and disability.”*

**Please take note that only online applications will be considered. Please apply by using the following link below:**

<https://share-eu1.hsforms.com/1dyjKlzLXQN6D9YzqV6WodAew554>

**APPLY ONLINE VIA THIS LINK: [www.joburg.org.za](http://www.joburg.org.za)**

**ENQUIRIES ONLY:**

**Contact Person:** Viwe Nkohla

**Tel No:** 011 407 6553

**CLOSING DATE: TUESDAY, 26 AUGUST 2025**

Applicants are respectfully informed that, if no notification of appointment/response is received within six (6) weeks of the closing date, they must accept that their application was unsuccessful. By submitting your application for a position at the City of Johannesburg, you are consenting that the personal information submitted as part of your application may be used for the purposes of the Recruitment and Selection and related process. In terms of the Talent Acquisition Policy of the City of Johannesburg, you hereby consent to the following risk checks should your application be shortlisted:

- Credit Record,
- CV validation and
- Employment record verification,
- Criminal check, and
- Identity validation.