



By completing this form, I acknowledge information exchanged between client and CareerCare-SA as per signed Terms and Conditions and POPI Act.



www.careercare-sa.com

Job & Candidate Specifications

Company:

Job Title:

Working Hours:

Place of Work:

Gender Preference:

Age Group:

Remuneration:

Reporting to:

Period of Experience:

Own Transport: Y N

Probation Period:

Preferred Start Date:

Purpose of the Job:

Provide an overview of the job, its context in the company and the contribution it makes.

Duties and Responsibilities:

Outline the main daily duties, tasks and responsibilities of the position.

Candidate:

Type of person suitable for the role e.g., will the person be working independently or in a team environment?

Benefits and Perks:

Medical aid, Pension/Provident fund contribution etc.

Knowledge:

Indicate what knowledge is required for the position.

Work Skills:

Specific skills candidate requires e.g., language fluency, typing skills, ability to delegate, motivation, etc.





Qualifications/ Education

Indicate qualifications and/or specific occupational training needed / level of education required.

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Contact details of person receiving CV's

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Training Provided:

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Company culture / dress code:

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Additional candidate requirements:

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If accommodation is included in the remuneration package, will it be furnished?

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5 Vital questions to candidates re this position:

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