VAAL UNIVERSITY OF TECHNOLOGY
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EXTERNAL/INTERNAL

FACULTY OF ENGINEERING AND TECHNOLOGY	DEPARTMENT: INDUSTRIAL ENGINEERING, OPERATIONS MANAGEMENT AND MECHANICAL ENGINEERING

POST: PART-TIME LAB ASSISTANT X3	POST Nº: PEROMNES GRADE:

JOB DESCRIPTION:

Key performance areas include but are not limited to:

- Assist the Technician to prepare laboratory equipment, materials and samples for practicals
- Ensure compliance with safety protocols and regulatory requirements
- Assist the Technician in maintaining the cleanliness and organisation of laboratory facilities
- Facilitate access to computing and design environments for modules like Computing Applications 2, Modelling and Simulation 4 and Modelling in Operations Management 4
- Maintain detailed records of equipment usage, damages, and maintenance logs, as well as assessment records per experiment

APPLICATION CRITERIA:

Qualification:

- Minimum of Advanced Diploma/BTech Degree in Industrial Engineering or Operations management or equivalence
- At least 2 years of relevant Laboratory experience

Skills:

- Have a high level of discipline and expertise, and excellent communication (report-writing and verbal) skills. computer literacy (MS Outlook, MS PowerPoint, MS Teams, ITS), good interpersonal skills (Collegiality, team player and time management), problem-Solving and critical thinking Skills

CLOSING DATE FOR APPLICATIONS: 13 November 2026

Applications should include:

1. A fully completed prescribed application form which can be obtained from www.vut.ac.za
   Only applications made on our application for employment form would be considered.
2. A detailed curriculum vita (explicitly stating experience or knowledge in the above-mentioned fields)
3. Certified copies of all academic records and certificates/degrees
4. Certified copy of ID not older than 6 months
5. Current contact information of referees
6. Please email applications to recruitment3@vut.ac.za and quote the post description in the subject line.

7. No manual applications will be accepted. Incomplete applications or applications without the application form and required documents will be disregarded
8. Communication will be entered into with short-listed candidates only. If you don't hear from VUT within 3 months deem your application as unsuccessful

Enquiries may be directed to:
HR Practitioner: Ms Angie Mabona HR Practitioner 016 950 9452

Please Note: Submission of such copies entitles Vaal University of Technology to authenticate the qualifications without any further consent from the applicant. Candidates with foreign qualifications must submit a SAQA certificate of evaluation.

Vaal University of Technology is an equal opportunity and affirmative action employer, which is committed to the implementation of its employment equity plan. In complying with the Employment Equity Act no 55 of 1998 (as amended) the preference for these positions will be Africans, Coloureds, Indian females plus People with disabilities, which is in line with Employment Equity Plan and Recruitment policy

Only shortlisted candidates will be contacted.

VUT reserves the right not to make an appointment

By applying for this position, you give permission to share your information with the selection panel or the relevant people involved in the recruitment process.