

South African Library for the Blind



The South African Library for the Blind is a Schedule 3A Public Entity under the National Department of Sports, Arts and Culture and is governed by the provisions of the South African Library for the Blind Act, 91 of 1998

Employment Opportunity- Job Advert (Mpumalanga Province) 1-year Contact Position

In support of the Government's concerted efforts to alleviate the current unemployment crisis, particularly amongst persons with disabilities, youth, and woman, the Provincial Department of Sports, Arts, and Culture in the Mpumalanga provided funding to the SA Library for the Blind (SALB) for employment of unemployed youth, albeit for the short term.

Applications are invited from suitably qualified SA citizens for the undermentioned position(s) to commence on 1 May 2024 or earlier.

1. Contract Indigenous Reader / Narrator – Mbombela Studio

Minimum Requirements:

Voice Assessment: It is a requirement for all applicants to first undergo and pass a compulsory voice test before advancing to the next stage of the process. The voice assessment must be a recording snippet of you reading aloud a section from your favorite book (maximum 100 words) in the requested language. The recording must be done in an mp3 recording format and then be emailed to hr@salb.org.za together with your application documents (letter of application, curriculum vitae, and certified supporting documents)

The ideal candidate should be unemployed with Grade 12 (Matric); Basic level Computer experience and/or qualification (email and internet); Audio/studio production experience; clarity and accuracy when reading; Fluency in English business language and siSwati/isiNdebele reading language spoken in the Mpumalanga and the siSwati/isiNdebele reading language as a matric subject; Good interpersonal and communication skills to establish and maintain good relations with co-workers; A person with very good planning and organizing skills.

Main tasks:

The main purpose of this position is to render a support service to the Audio Production section at the SALB, by;

- Accurately Reading/Narrating siSwati/isiNdebele books at the Mbombela Mini Library.
- Maintaining a reading pace that is appropriate to the reading material.
- Meet the required Reading/Narration targets.
- Re-adjusting targets as and when required.
- Sending completed audio material to the Digital Technical Officer.
- Keeping accurate individual statistics of work done.
- Assisting the Digital Technical Officer and library staff at the mini-library with member visits/library/studio tours when required

Remuneration

Annual CTC Salary is around R67 674,60 per annum.

Application process:

Closing date for applications: 11 March 2024 (Applications received after the closing date will not be considered).

Candidates who meet the minimum requirements and would like to apply for the position should submit a Letter of application together with a Curriculum Vitae and certified copies of certificates/qualifications and of his/her SA ID and the voice test to: The Head: Human Resources; SA Library for the Blind; PO Box 115; Grahamstown; 6140 or email hr@salb.org.za or fax 0866321160.

PLEASE NOTE:

- In support of the National drives and initiatives, persons from designated groups, persons with disabilities, women, and youth are encouraged to apply.
- Short-listed candidates may be required to undergo competency testing.
- SALB reserves the right not to appoint any person to the position.
- Original certificates and/or testimonials should be made available on appointment.

Should you as an applicant not hear back from us within one month of the closing date of this position, kindly regard your application as unsuccessful.