



Job Title	Handyman x2
Location	aha Kopanong Hotel & Conference Centre
Objective	We are looking for a reliable, skilled, and hardworking Handyman to join our team. The successful candidate will be responsible for carrying out general maintenance, repairs, and upkeep of buildings and facilities to ensure they remain safe, functional, and well-maintained.
Key Areas	General Building Maintenance • Perform routine inspections of buildings and facilities to identify maintenance needs. • Carry out preventative maintenance to minimise equipment failures and facility downtime. • Repair and maintain doors, windows, locks, ceilings, walls, floors, roofing, and other building structures. • Replace damaged fixtures, fittings, and hardware as required. Plumbing Maintenance • Repair leaking taps, toilets, sinks, pipes, and drainage systems. • Install and replace plumbing fixtures and fittings. • Identify plumbing faults and perform minor repairs or escalate major issues where necessary. Electrical Maintenance • Replace light bulbs, fluorescent tubes, switches, plugs, and electrical fittings. • Conduct basic electrical fault finding within the scope of competence. • Report major electrical faults requiring specialist attention. • Ensure electrical work complies with safety standards. Carpentry and Joinery • Repair or install shelves, cupboards, doors, locks, hinges, furniture, and wooden structures. • Assemble office furniture and install fixtures as required. Painting and Finishing

- Prepare surfaces for painting.
- Paint walls, ceilings, doors, and other surfaces.
- Perform touch-up painting to maintain the appearance of facilities.

Grounds and Outdoor Maintenance

- Maintain outdoor areas including pathways, parking areas, fencing, and perimeter walls.
- Perform minor landscaping duties where required.
- Remove debris and maintain cleanliness around the premises.

Equipment and Tools

- Maintain maintenance tools and equipment in good working condition.
- Conduct regular inspections of tools and report defective equipment.
- Ensure proper storage and safe handling of all tools and materials.

Health and Safety

- Comply with Occupational Health and Safety (OHS) policies and procedures.
- Use appropriate personal protective equipment (PPE) at all times.
- Identify and report potential safety hazards.
- Maintain a safe and clean work environment.

Record Keeping

- Record completed maintenance work and repairs.
- Report recurring maintenance problems to the supervisor.
- Maintain maintenance logs and inventory records where required.

Customer Service

- Respond promptly to maintenance requests.
- Communicate professionally with employees, tenants, contractors, and visitors.
- Ensure minimal disruption while carrying out maintenance work.

Other Duties

- Assist with office moves and furniture relocation.



- Supervise contractors when required.
- Perform any other reasonable maintenance duties assigned by management.

MINIMUM REQUIREMENTS	COMPETENCIES
• Matric / Grade 12 • Minimum of 2–3 years' experience in general building maintenance or a handyman role. • A valid driver's licence will be an added advantage. • A recognised Trade Certificate in one of the following is advantageous: • Plumbing • Electrical • Carpentry • Building Maintenance • General Construction	• Building maintenance and repair skills. • Plumbing repair skills. • Basic electrical troubleshooting. • Carpentry and installation skills. • Painting and finishing techniques. • Preventative maintenance planning. • Strong problem-solving ability. • Ability to prioritise workloads. • Accountability and reliability. • Integrity and professionalism. • Good communication and interpersonal skills. • Teamwork and collaboration. • Adaptability and flexibility. • Time management. • Ability to work under pressure and meet deadlines.

Please take note of the following before applying:

- Do not send your CV / apply if you do not meet the minimum requirements
- Transferring will have to be negotiated with your current manager
- Only candidates that meet the above requirements will be contacted. Should you not be contacted by HR within 1 week after the closing date, please consider your application unsuccessful.
- Preference will be given to individuals that meet the Company's EE targets as set out in our employment equity plan

Please send your updated CV to recruitment@aha.co.za on or before the **05 October 2026**