



# RECRUITMENT OF UNEMPLOYED YOUTH FOR THE DIGITIZATION OF DEPARTMENT OF HOME AFFAIRS RECORDS

The Department of Home Affairs, (DHA) has started the digitization process of converting over 350 million paper records into electronic format for improved service delivery. The DHA, in collaboration with the Department of Employment and Labour and Harambee

Youth Employment Accelerator as part of the National Pathway Management Network seek to contribute to the employment creation goals and strategic priorities of the Presidential Employment Stimulus programme by hiring unemployed youth on a fixed term contracts to assist.

## WHO CAN APPLY? (this will all be verified)

- South African citizens aged between 18-35 years old
- Your qualification must match the minimum requirement of the role you are applying for
- No criminal record; and a clear credit history



Contracts will be for 36 months

## ROLES AND STIPENDS

Each role has different education requirements - these are available on the opportunity cards when applying on sayouth.mobi

- Document Warehouse Controllers (16 Posts), Runners (240 posts), Preppers (735 posts), Re-assemblers (734 posts), Receiving Clerks (100 posts), Scanners (125 posts) and Drivers (10 posts) – **R5,000 per month**
- Indexers (1600 posts) – **R5,500 per month**
- Quality Controllers (200 posts) – **R6,000 per month**
- Team Leaders (210 posts) – **R6,500 per month**
- Tech Support (24 posts) – **R9,500 per month**
- Managers (6 posts) – **R14,250 per month**

## LOCATION

All roles will be at the Department of Home Affairs in Gauteng Province (Pretoria) and the North West Province (Brits).

## ENQUIRIES?

You can reach us  
Monday - Friday (9am - 4.30pm) :

 0800 727272

 support@sayouth.org.za

## HOW TO APPLY

APPLICATIONS ARE OPEN FROM 1 FEBRUARY - 2 MARCH 2023



Go to **sayouth.mobi**  
The site is zero-rated so free to visit



Register - the process will take 4 mins.



If you have already registered on SA Youth or Harambee you can just log in using the same log in details



If you have forgotten your password click "forgot password" to receive an SMS, if you have changed your number call 0800 727272



Once you've registered search for "Home Affairs". If you don't live in Pretoria or Brits remove your address before searching.



SAYouth.mobi  
HomeAffairsZA  
Department-of-Labour



Home Affairs  
Employment & Labour



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