

facebook



Process Automation (Pty) Ltd.

A dynamic and growing company, manufacturing, installing and servicing industrial instrumentation, has a vacancy for the following position:

**Admin Assistant**

Applicants for the position should be able to work as part of a team at our Rustenburg Branch.

**Qualifications**

Matric. Studies in Office Admin / Secretarial will be an advantage

**Experience / Skills:**

- At least 3 years' experience in general office duties.
- Experience in the Mining Environment would be an advantage.
- Strong interpersonal and communication skills.
- Speak English and good command of the English language.
- Own Transport and Driver's License
- Prepared to liaise with Clients.
- Advance knowledge & experience in MS Excel, MS Word, Outlook and MS PowerPoint.
- Accurate typing of all correspondence.
- Excellent organization skills.
- Ability to meet deadlines and work under pressure.
- Attend to general office duties.
- Self-motivated.

\* Salary negotiable. \* Medical Aid and Pension.

Please e-mail CV to: [carla@process-auto.com](mailto:carla@process-auto.com)

Closing date for applications 18th August 2017

Unless you are notified within 21 days from date of advert, consider your application unsuccessful.

# Stap/Draf vir Bybels

Rustenburg – Die NG Kerk Rustenburg Suid het op Saterdag, 29 Julie 'n Stap/Draf vir Bybels geleenthed aangebied. Die afstande was 4km, 8km en 12km en talle atlete van Run Walk for Life het ingeskryf. Medaljes is aan die einde van die dag aan alle deelnemers uitgedeel, asook ander prys.

Die volgende atlete van Run Walk for Life het die Bybelgenootskap se Hardloop/Stap vir Bybels projek ondersteun: Cathy Vorster, Morne Vorster, Desiree Smith, Johan Taljaardt, Renee Muller, Tjaart vd Walt, Kosie Greyling, Riaan Verster, Wessie Wessels, Ana

Marie Stone, Herman Visser, Melinda Fryer, Sanet Heystek, Braam Heystek, Janie van Rooyen, Rene Combrink, Ronel Kolver, Sanet Heystek, Gerhard Landman, Elsie Esterhuisen, Retha du Randt, Andre Kolver, Lizette du Plessis, Esna Koekemoer, Ben Olivier, Elma Landman, Christien Ferreira, Sanmarie Ferreira, Elize Henning, Suzette Schoeman, Trudie Gibson, Regina Dube, Sino Sam, Lukas Grunewald, Jo Ann Read, Bonita Boshoff, Donett Havenga, Marga van Niekerk, Etienne Meyer, Marinda Harker, JD Landman, Christine Landman, Paul Richter, en Benita Hen.



'n Groot groep atlete van Run Walk for Life het die Stap/Draf vir Bybels geleenthed bygewoon.



Van Links: Marie Williams, Charmaine Olivier en Sonja Vosloo van Run Walk for Life.



Van links: Sanet Heystek, Sino Sama and Regina Dube.



Danny Celliers en Johan Taljaardt van Run Walk for Life het aan die pretdafel deelgeneem.

## CLASSIFIEDS

**Inuka Fragrances**

Based in Rustenburg. Earn your own Money. Become a Sales Leader and change your life forever. Full training and support provided. SMS your name and area to Emma - 083-981-0632

**Sales Representative Job Available**

Looking for a Sales Representative in Rustenburg. Young, dynamic people between 20 - 35 years. Must like to talk to people and have your own transport. You will determine your own salary. Please send your CV's to zillen.venter@powertelecoms.co.za

**VENUE**

Conference & Events Venue @ Rustenburg Golf Club Enquiries – please contact Helen – 014 597 1814 or [catering@rtbgolfclub.co.za](mailto:catering@rtbgolfclub.co.za)

**Steel Works**

Elemental Construction, Specialists in Steel-Construction, Fabrication and Maintenance. Contact: Kevin - 078 306 6088 or [sales@elementalc.co.za](mailto:sales@elementalc.co.za)

**NO VACANCIES AVAILABLE**

Industrial Mixing Equipment  
Stainless Steel Industrial Mixing Equipment (meant for manufacturing cleaning materials) to be sold to recoup storage costs incurred Shylock, Swartruggens road. Any queries, contact Len 072 026 0414

**Reinstatement of Company**

21 days notice for the proposed reinstatement of Bosele Foods and Projects (Registration number 2005/04923/23) with the CIPC.

**BRIDGING CASH**

While waiting for: **PENSION/PACKAGE/PROPERTY SALE**. Payout (lumpsum only) 014 592 6830 / 081 467 9242

**Fondsinsameling projek aangebied deur:**



Ten bate van



**GROOT VERMAAK VIR DIE HELE GESIN!**  
12 Aug '17 vanaf 12h00 tot laat  
Ingang R30 p/p  
Kleine Khomas op Rex pad

**KONTANTKROEG BESKIKBAAR**



**TOUTJEKOS OP DIE VUUR KOMPETISIE**  
8 aan 'n per inskrywing, R1000 per span inskrywingstoel. Span wen wegbrek naweek op jag plaas, Self-Catering

**POTJIEKOS OP DIE VUUR KOMPETISIE**  
R100 per inskrywing (Max 2 persone per span) Pot word geskenk vir verkoop. Wen geslagte rooibok

**DART KOMPETISIE**  
R100 per inskrywing 3 Darts – Hoogste score wen geslagte rooibok.

**50M "CHIP CHALLENGE"**  
R100 per inskrywing Naaste aan die putjie wen geslagte rooibok.

Navrae: Frik – 076 147 1203 | Ansie – 076 879 5453

## Safety Advantage cc

78 Bosch Street, Rustenburg  
EMAIL: [corne@safetyadvantage.co.za](mailto:corne@safetyadvantage.co.za)  
TEL: 014 592 5700



Safety Advantage is an accredited service provider with the following SETAs:  
Health and Welfare SETA.  
CETA SETA

Safety Advantage is a certified service provider with DQS & IQNet.

We provide MHSA & OHSA Training. Some of our courses include:

SHE Representative  
Working at Heights  
Legal Appointee Training  
Confined Space Entry  
Lockout & Isolation  
Materials Handling  
ISO Awareness  
Basic Fire Fighting  
Hand & Power Tools

ALL THE GLORY TO GOD

## BOSVELD OORD

(Windgat saal)

26 Aug '17

Begin  
19h00

Volwasse  
R80  
Kinder tot  
en met  
12 jaar  
R40

Coolers welkom  
R50 klein R100 groot,

braavleis vure, pap en sous  
beskikbaar. braapakke te koop

KOM KUIER LEKKER SAAM

kontak: 083 700 4168 – Franna

## Debt Rescue

NCR DEBT COUNSELLORS  
Pay what you can afford

**Benefits of debt counselling:**

- Pay only one affordable monthly instalment
- Have sufficient funds left for living expenses
- Credit Providers communicate with us, not you
- Protect you from being blacklisted
- Regain control over your finances

Processes are handled in very confidential way.

**Contact Details:**

Phone: 082 783 4959

Email: [charine@debtrescue.co.za](mailto:charine@debtrescue.co.za)