

## Presidential Youth Employment Stimulus Program

Temporary position available from August 2022 – January 2023

### Digital Scholarship Digitisation Assistant

**Working hours:** Monday to Friday, 08:00 - 16:30

#### Duties:

- Digitisation of retrospective theses and dissertations
- Clean-up and editing of PDF files
- Basic metadata editing

#### Presidential Youth Employment Stimulus Program eligibility criteria

- South African
- Graduate (Undergraduate or Postgraduate) preferable from Stellenbosch University
- Unemployed youth (age: 18-35)
- Preference to be given to graduates with disabilities
- Equitable gender representation
- Population group demographic representation (may vary provincially)

#### Recommendations/requirements:

- Ability to work accurately
- Digitisation experience
- Willingness to learn

**Commencement of duties:** 1 August 2022 or as soon as possible thereafter

**Closing date for applications:** 17 June 2022

**Enquiries regarding this post:** ✉ [Mimi Seyffert-Wirth](mailto:Mimi.Seyffert-Wirth@sun.ac.za) or ☎ 021 808 9431

**Remuneration:** A stipend of R 5 000 per month for 6 months

Your application, comprising a **curriculum vitae (including the name and email address of at least one referee)**, must reach Mimi Seyffert-Wirth before or on the closing date of the advertised post.

*Should no feedback be received from the Stellenbosch University Library and Information Service within four to six weeks of the closing date, kindly accept that your application did not succeed.*



**Stellenbosch**

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**BIBLIOTEEK-EN INLIGTINGSDIENS**

## **Presidential Youth Employment Stimulus Program**

**Tydlike posisie beskikbaar vanaf Augustus 2022 - Januarie 2023**

**Digitale Akademieskap  
Digitaliseringsassistent**

**Werkure:** Maandag tot Vrydag, 08:00 - 16:30

### **Pligte:**

- Digitalisering van retrospektiewe tesse en proefskrifte
- Skoonmaak en redigering van PDF lêers
- Basiese metadata redigering

### **Presidential Youth Employment Stimulus Program kriteria**

- Suid-Afrikaans
- Gegradueerd (Voorgraads of Nagraads) verkieslik van Universiteit Stellenbosch
- Werklose jeug (ouderdom: 18-35)
- Voorkeur sal gegee word aan gegradueerdes met gestremdhede
- Billike geslagsverteenvoording
- Populasie groep demografiese verteenwoordiging (mag provinsiaal verskil)

### **Aanbevelings/vereistes:**

- Moet akkuraat kan werk
- Digitaliseringsonervinding
- Gewilligheid om te leer

**Diensaanvaarding:** 1 Augustus 2022 of so gou doenlik daarna.

**Sluitingsdatum vir aansoeke:** 17 Junie 2022

**Navrae rakende die pos:** ✉ [Mimi Seyffert-Wirth](mailto:Mimi.Seyffert-Wirth@sun.ac.za) of ☎ 021 808 9431

**Vergoeding:** 'n Stipendium van R 5 000 per maand vir 6 maande

U aansoek moet vergesel wees van 'n **volledige curriculum vitae (insluitend die naam en e-posadres van ten minste een referent)**, en moet Mimi Seyffert-Wirth voor of op die sluitingsdatum van die advertensie bereik.

*Indien geen terugvoer van die Universiteit Stellenbosch Biblioteek-en Inligtingsdiens ontvang word binne vier tot ses weke vanaf die sluitingsdatum nie, neem asseblief aan dat u aansoek nie suksesvol was nie.*