



higher education
& training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



Tshwane South
TVET College

"achieve the future"

Temporary College Council Post

POST: PL1

POST DESCRIPTION: LECTURER MANAGEMENT ASSISTANT N4 – N6 X2

CENTRE: Tshwane South TVET College

REF: 01/08/18

REQUIREMENTS: An appropriate bachelor degree OR an equivalent recognized three year qualification which includes teaching as qualification (minimum of REQV 13). Must be registered with SACE, and other Business related subjects will be an advantage. Computer literate and have good communication skills. Moderator and assessor will be an added advantage.

DUTIES: Must be able to teach Information Processing, Computer Practice Intro, Entrepreneurship Intro N4 – N6, Communication (Intro – N6), Office Practice (N4 – N6). Accountable for the performance of student in the subject taught, Conduct teaching and manage learning in a classroom, Prepare and mark subject assessments, Perform other relevant duties in the context of learning and teaching.

ENQUIRIES: Ms L Mmesij; Tel no: (012) 401 5000

APPLICATIONS: Must be submitted on form Z83, (Public Service Application form), obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (certification must not be older than three (3) months and no copy of a copy will be allowed, attach academic record), ID and Curriculum Vitae.

NOTE:

Please indicate the reference number and position you are applying for on your application form and forward your application to: The Human Resources Department, Tshwane South TVET College, PO Box 151, Pretoria, 0001, or hand deliver to the HR Offices at Campus level or at the Tshwane South TVET College Head Office 85 Francis Baard (Formerly known as Schoeman Street) Pretoria, 0001. Faxed and e-mailed application will not be accepted.

Please take note that correspondence will only be conducted with short-listed candidates. If you are not contacted within 3(three) months after the closing date, please consider your application unsuccessful.

Closing Date: 6 May 2018

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23/04/2018

HEAD OFFICE

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