

OPEN INTERNAL ADVERTISEMENT

IT and Computer Science Centre invites qualified and experienced candidates to apply for the following part time posts to be filled for the 2021 Academic year.

TOURISM N4-N6

REF: WTVETC 2021/23 - N4 Travel Office Procedures
REF: WTVETC 2021/24 - N4 Tourism Communication
REF: WTVETC 2021/25 - N4 Travel Services
REF: WTVETC 2021/26 - N4 Tourist Destinations
REF: WTVETC 2021/27 - N5 Travel Office Procedures
REF: WTVETC 2021/28 - N5 Tourism Communication
REF: WTVETC 2021/29 - N5 Travel Services
REF: WTVETC 2021/30 - N5 Tourist Destinations
REF: WTVETC 2021/31 - N6 Travel Office Procedures
REF: WTVETC 2021/32 - N6 Hotel Reception
REF: WTVETC 2021/33 - N6 Travel Services
REF: WTVETC 2021/34 - N6 Tourist Destinations
REF: WTVETC 2021/35 - N4 Computer Practice

Classes will commence on 1 February 2021 and will be conducted from MONDAYS to THURSDAYS, 15:00 - 19:00, FRIDAYS from 13:30 - 18:00 and SATURDAYS from 08:00 - 14:00. APPLICANTS are referred to ELRC Section 3 no. 5.4. for maximum working hours for part time. Hourly rate: R200 per hour.

REQUIREMENTS:

REQV. 13 qualification majoring in the post applied for, including academic transcripts
* Two (2) years teaching/facilitation experience * Report 191 students' previous results (*added advantage*) * External marking experience in the subject (*added advantage*)
* Experience in moderation and assessment (*added advantage*).

DUTIES AND RESPONSIBILITIES FOR ALL PART TIME POSITIONS ARE:

Facilitation of Report 191 programmes (theory and practical) * Develop, administer and mark assessment tasks * Invigilation of internal and external examinations
* Completion of Mark sheets and safekeeping of Students Portfolio of Evidence
* Monthly reports submission.

PLEASE NOTE THE FOLLOWING:

Applicants should ensure that they meet the requirements of the post they apply for
* The above mentioned applications should be submitted on a Z83 form obtainable from all Public Service Departments, accompanied by a detailed CV and certified copies of all qualifications (*academic transcripts*), ID copy. * Applicants must use the reference number allocated to the post

APPLICATIONS SHOULD BE FORWARDED TO:

The Centre Manager: Mr LP Rapudi (itcmanager@waterbergcollege.co.za)
ONLY applications per e-mail will be accepted. No hard copies will be accepted.



**CLOSING DATE FOR SUBMISSIONS:
27 JANUARY 2021 at 16:00**