

OPEN INTERNAL ADVERTISEMENT

Thabazimbi Campus invites qualified and experienced candidates to apply for the following part time posts to be filled for the 2021 Academic year.

MANAGEMENT ASSISTANT N4-N6

REF: WTVETC 2021/36 - N4/N5 Computer Practice

REF: WTVETC 2021/37 - N6 Computer Practice (Word)

REF: WTVETC 2021/38 - N6 Computer Practice (Excel)

REF: WTVETC 2021/39 - N4/N5 Communication

REF: WTVETC 2021/40 - N5 Public Relations

REF: WTVETC 2021/41 - N4/N5/N6 Information Processing

REF: WTVETC 2021/42 - N4/N5/N6 Office Practice

MILLWRIGHT (N1-N3)

REF: WTVETC 2021/43 - N1/N2/N3 Mathematics

REF: WTVETC 2021/44 - N1/N2/N3 Engineering Science

REF: WTVETC 2021/45 - N1/N2/N3 Electrical Trade Theory

REF: WTVETC 2021/46 - N1/N2/N3 Industrial Electronics

REF: WTVETC 2021/53 - N1/N2 Fitting and Machining Theory

REF: WTVETC 2021/54 - N3 Mechano Technology

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 Acting Centre Manager: Mr K Poopedi (thabes2@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



WATERBERG
TVET COLLEGE
Together ensuring success