

WATERBERG TVET COLLEGE, LIMPOPO PROVINCE, INVITES QUALIFIED AND EXPERIENCED CANDIDATES TO APPLY FOR THE FOLLOWING POSTS TO BE FILLED ACCORDING TO THE CETC ACT NO.16 OF 2006 AS AMENDED

REF: WTVET 2025/02 - LECTURER: OFFICE DATA PROCESSING AND COMPUTER SCIENCE (NCV Level 2-4)

SITE: Thabazimbi Campus (Regorogile)
SALARY: R256 395 – R333 624 per annum (PL1) plus 37% in lieu of benefits
DURATION: College paid - Twelve (12) months fixed term contract

Requirements:

National Diploma/Degree in commerce/BCOM specialising in Business management, Entrepreneurship, Finance OR Degree in Public Administration and Entrepreneurship OR Advanced Diploma TVET PGCE or any other methodology * Minimum 1 to 2-years of teaching experience in TVET sector * Registration with SACE

Duties and responsibilities:

Teach Office Data Processing and Computer Literacy and Theory Life Skills for NCV Level 2 to 4 * Classroom management and record keeping * Ensure quality education and adhere college and course policies * Development and maintenance of POA and POE of students, student guidance and support * Conduct continuous student performance assessment * Monitoring of students attendance at the college * Setting question papers/assignments/test for the students/college * Marking of scripts and invigilation of examinations * Perform any other duties as may reasonably asked by management.

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 (reflecting the relevant reference number) accompanied by a detailed CV and certified copies of all Qualifications, ID and Driver's License * Faxed, e-mailed and late applications will not be considered * If you have not heard from the College within two months of the closing date, you should consider your application as unsuccessful * The College reserves the right not to make appointment(s) to the advertised post * The College will unfortunately not incur any cost due to the process of appointment of candidates to these posts. NB. People with disabilities are encouraged to apply.

APPLICATIONS SHOULD BE FORWARDED TO:

HAND DELIVERY ONLY: Thabazimbi Campus -
Reception: Extension 8, Regorogile, THABAZIMBI

**CLOSING DATE FOR APPLICATIONS:
Wednesday, 26 February 2025 at 15:00
Enquiries: Ms A Makondo (015-492 9000/8)**



**WATERBERG
TVET COLLEGE**
Together ensuring success