

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)



WATERBERG
TVET COLLEGE
Together ensuring success

REF: WTVET 2026/33-35 - STUDENT HOUSE

MASTER (RESIDENCES BOARDING MASTER) (x 3)

SITES:

REF: WTVET 2026/33 - Engineering and Skills Training Centre (Lebowakgomo) - x 1 Female Student Residence

REF: WTVET 2026/34 - Engineering and Skills Training Centre (Lebowakgomo) - x 1 Male Student Residence

REF: WTVET 2026/35 - IT and Computer Science Centre (Mahwelereng) – x 1 Male Student Residence

SALARY: R325 101 per annum (plus 37% in lieu of benefits)

The successful candidates will be responsible for the supervision, care, discipline, and overall well-being of students residing in College Accommodation. Fixed-term contract, renewable on performance.

Requirements: A Grade 12 certificate (NQF Level 4) and/or Diploma or Degree in Education, Social Work, Psychology, Youth Development, or related field * Minimum 3-5 years' experience working with youth or students

Proven ability to manage discipline and student welfare * A Valid Drivers License * Valid police clearance certificate * Willingness to reside on campus

* Availability for standby and emergency duty.

Added Advantages: Experience in TVET college or boarding environment * Counselling or mentorship training * First Aid certification * Knowledge of student support and safeguarding practices

Competencies: Strong leadership and interpersonal skills * Emotional intelligence and high ethical standards * Conflict resolution and decision-making ability * Ability to work after hours, weekends, and holidays * Good administrative and reporting skills.

Skills and knowledge: Computer skills * Planning and organising * Language - Good verbal and written communication * Basic numeracy skills * Ability to perform routine tasks * Ability to operate office equipment * Flexibility * Interpersonal Relations * Accuracy * Aptitudes of figures * Basic knowledge of financial functions, practices as well as the ability to capture data, operate computer and collate financial statistics * Basic knowledge of the Public Service financial legislations, procedures and Treasury Regulations (PFMA, DORA, PSA, PSR, PPPFA, Financial Manual) * Knowledge of basic financial operating systems (Coltech or related)

Key responsibilities: Supervise and manage daily operations of student residences * Provide pastoral care and mentorship to students * Enforce residence rules and student code of conduct * Promote a safe, supportive, and inclusive living environment * Manage student discipline and conflict resolution * Maintain accurate residence records and incident reports * Conduct

residence inspections and ensure health & safety compliance * Support student development programmes and activities * Liaise with campus management, parents, and support services * Monitor hostel buildings, cleaning materials and maintenance of building * Ensure cleanliness per block, residence premises, kitchen and dining hall * Distribute cleaning material to students and general assistants * Ensure maintenance and management of property and infrastructure at the residence * Identify damages in the residence and report to relevant officials for repairs * Ensure that all residence buildings and premises are in good condition * Provide basic emergency first aid and summon medical assistance when necessary * Ensure that students are aware of means of escape, fire regulation and equipment * Perform routine inspections at the hostel rooms and building as a whole * Ensure security and safety for residence students * Oversee the cooking section at hostels.

REF: WTVET 2026/36-37 - LECTURER PL 1) (x 2)

SITES:

REF: WTVET 2026/36 - Business Studies Centre (Mahwelereng) - x 1 Lecturer - English and Life Skills & Computer Literacy

REF: WTVET 2026/37 - Engineering and Skills Training Centre (Lebowakgomo) - x 1 Lecturer - English and Life Skills & Computer Literacy

SALARY: R270 498 - R351 972 per annum (plus 37% in lieu of benefits) (Fixed-term contract)

Requirements: A Grade 12/NCV/ NQF L4 certificate * REQV 13/14 Diploma/Degree majoring in English/Communication/Computer Science * Professional Teaching qualification relevant to TVET * SACE certificate * One (1)- three (3) years' teaching experience in TVET environment.

Key Responsibilities: Appointed lecturers will be expected to perform the following duties in their related fields of the NC (V) programmes and related occupational programmes where applicable: * Teaching and Curriculum Development * Student Performance Assessment and Mentoring * Establish partnerships with industry stakeholders and facilitate work-integrated learning opportunities for students * Creating Supportive Learning Environment that is inclusive and accessible to all learners * Manage student registrations * Assist in the development of timetables * Implement policies related to learning delivery, including examination and certification processes * Engage in professional development programmes * Engage in research and contribute to curriculum innovation.

PLEASE NOTE THE FOLLOWING: Applications must be submitted on new Z83 form obtainable from all Government Departments or can be downloaded from www.dpsa.gov.za. * Applicants are to specify the REFERENCE NUMBER OF THE POST APPLYING FOR on the Z83 form, which must be completed in full, originally signed and dated by the applicant * Application should be accompanied by a recent updated comprehensive CV, certified ID document and valid Drivers Licence for Student Residences post * Only short-listed applicants are required to submit certified copies of their educational qualifications and other relevant documents on or before the day of the interview * The College will not carry any related costs (transport, accommodation, and meals) for candidates attending interviews * The employer reserves the right not to fill the posts * Suitable candidates will be subjected to a personnel suitability check (i.e. verification of educational qualifications, previous work experience, citizenship, reference checks, criminal record check, verification of financial/assets record check and security vetting) * Applications received after the closing date will not be considered * If you have not heard from the College within 90 days of the closing date, please accept that your application has been unsuccessful.

APPLICATIONS SHOULD BE FORWARDED TO: POSTAL ADDRESS: The Principal, Waterberg TVET College, Postnet Suite #59, PRIVATE BAG X2449, MOKOPANE, 0600 OR **HAND DELIVERIES:** The Principal, Waterberg TVET College, Central Office, Corner of Hooge and Totius Streets, MOKOPANE, 0601 (between 08:00 - 16:00).

CLOSING DATE FOR SUBMISSIONS: Tuesday, 7 April 2026. Enquiries: Ms A Makondo on 015 - 492 9000/8