GERT SIBANDE TVET COLLEGE COUNCIL INVITES SUITABLY QUALIFIED CANDIDATES TO APPLY FOR THE FOLLOWING VACANT POSTS

Requirements and Duties can be found from college website:
www.gscollege.edu.za

LECTURER (CONTRACT)

Salary: R 211 731.00 – R 441 369.00 p.a. benefits excluded
•(Ref no. GSC 111/2019), **Sibanesetfu Campus**: Maths Literacy L2 – L4

Minimum requirements: •An appropriate recognized Degree or National Diploma, backed by professional qualification in Education equivalent to REQV 13 •Be able to teach Maths Literacy subject NC(V) Level 2 – 4 •Computer literacy •SACE registration •A valid driver's licence may be an advantage.
Duties: •Assist with the recruitment of students and manage their induction, attendance records, performance assessment and determination of training needs, discipline and placement •Lecture specified subjects on the level required •Ensure quality education and adherence to College and subject policies •Liaise with the students, parents and employers.

LECTURER X2 (CONTRACT)

Salary: R 211 731.00 – R 441 369.00 p.a. benefits excluded
•(Ref no. GSC 112/2019), **Sibanesetfu Campus**: Business Practice L2 – L4

Minimum requirements: •An appropriate recognized Degree or National Diploma, backed by professional qualification in Education equivalent to REQV 13 •Be able to teach Business Practice subject NC(V) Level 2 – 4 •Computer literacy •SACE registration •A valid driver's licence may be an advantage.
Duties: •Assist with the recruitment of students and manage their induction, attendance records, performance assessment and determination of training needs, discipline and placement •Lecture specified subjects on the level required •Ensure quality education and adherence to College and subject policies •Liaise with the students, parents and employers.

higher education & training
Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

SABS ISO 9001

LECTURER (CONTRACT)

Salary: R 211 731.00 – R 441 369.00 p.a. benefits excluded
•(Ref no. GSC 113/2019), **Sibanesetfu Campus**: Workshop Practice & Electrical Principles L2 – L4

Minimum requirements: •An appropriate recognized Degree or National Diploma, backed by professional qualification in Education equivalent to REQV 13 •Be able to teach Workshop Practice and Electrical Principles subjects NC(V) Level 2 – 4 •Computer literacy •SACE registration •A valid driver's licence may be an advantage.
Duties: •Assist with the recruitment of students and manage their induction, attendance records, performance assessment and determination of training needs, discipline and placement •Lecture specified subjects on the level required •Ensure quality education and adherence to College and subject policies •Liaise with the students, parents and employers.

LECTURER (CONTRACT)

Salary: R 211 731.00 – R 441 369.00 p.a. benefits excluded
•(Ref no. GSC 114/2019), **Sibanesetfu Campus**: Advertising & Promotion L2 – L4

Minimum requirements: •An appropriate recognized Degree or National Diploma, backed by professional qualification in Education equivalent to REQV 13 •Be able to teach Advertising and Promotion subjects NC(V) Level 2 – 4 •Computer literacy •SACE registration •A valid driver's licence may be an advantage.
Duties: •Assist with the recruitment of students and manage their induction, attendance records, performance assessment and determination of training needs, discipline and placement •Lecture specified subjects on the level required •Ensure quality education and adherence to College and subject policies •Liaise with the students, parents and employers.

LECTURER (CONTRACT)

Salary: R 211 731.00 – R 441 369.00 p.a. benefits excluded
•(Ref no. GSC 115/2019), **Sibanesetfu Campus**: Office Data Processing L2 – L4

Minimum requirements: •An appropriate recognized Degree or National Diploma, backed by professional qualification in Education equivalent to REQV 13 •Be able to teach Office Data Processing subject NC(V) Level 2 – 4 •Computer literacy •SACE registration •A valid driver's licence may be an advantage.
Duties: •Assist with the recruitment of students and manage their induction, attendance records, performance assessment and determination of training needs, discipline and placement •Lecture specified subjects on the level required •Ensure quality education and adherence to College and subject policies •Liaise with the students, parents and employers.

LECTURER (CONTRACT)

Salary: R 211 731.00 – R 441 369.00 p.a. benefits excluded
•(Ref no. GSC 116/2019), **Sibanesetfu Campus**: Office Practice, Comp Practice, Information Processing & Communication N4 – N6

Minimum requirements: •An appropriate recognized Degree or National Diploma, backed by professional qualification in Education equivalent to REQV 13 •Be able to teach Office Practice, Information Processing, Computer Practice and Communication subjects Report 191 N4 –N6•Computer literacy •SACE registration •A valid driver's licence may be an advantage.
Duties: •Assist with the recruitment of students and manage their induction, attendance records, performance assessment and determination of training needs, discipline and placement •Lecture specified subjects on the level required •Ensure quality education and adherence to College and subject policies •Liaise with the students, parents and employers.

LECTURER (CONTRACT)

Salary: R 211 731.00 – R 441 369.00 p.a. benefits excluded
•(Ref no. GSC 117/2019), **Sibanesetfu Campus**: English L2 – L4

Minimum requirements: •An appropriate recognized Degree or National Diploma, backed by professional qualification in Education equivalent to REQV 13 •Be able to teach English subject NC(V) Level 2 – 4 •Computer literacy •SACE registration •A valid driver's licence may be an advantage.
Duties: •Assist with the recruitment of students and manage their induction, attendance records, performance assessment and determination of training needs, discipline and placement •Lecture specified subjects on the level required •Ensure quality education and adherence to College and subject policies •Liaise with the students, parents and employers.

LECTURER (CONTRACT)

Salary: R 211 731.00 – R 441 369.00 p.a. benefits excluded
•(Ref no. GSC 118/2019), **Sibanesetfu Campus**: Operation Management & Entrepreneurship L2 – L4

Minimum requirements: •An appropriate recognized Degree or National Diploma, backed by professional qualification in Education equivalent to REQV 13 •Be able to teach Operation Management and Entrepreneurship subjects NC(V) Level 2 – 4 •Computer literacy •SACE registration •A valid driver's licence may be an advantage.
Duties: •Assist with the recruitment of students and manage their induction, attendance records, performance assessment and determination of training needs, discipline and placement •Lecture specified subjects on the level required •Ensure quality education and adherence to College and subject policies •Liaise with the students, parents and employers.

EDUCATION SPECIALIST (CONTRACT)

Salary: R 348 747.00 – R 441 369.00 p.a. benefits excluded
•(Ref no. GSC 119/2019), **Sibanesetfu Campus**: Electrical Subjects L2 – L4

Minimum requirements: •An appropriate recognised Bachelor's degree or National diploma, backed by a professional qualification in Education equivalent to REQV 13 •Three years NC(V) teaching experience at TVET college in relevant subject field •Able to teach Electrical subjects NC(V) Level 2 - 4 •Sound communication skills •Computer literacy •SACE registration •A valid driver's licence.
Duties: •Assist student with the choice of appropriate career as well as with study methods •Give support to students in developing critical job-hunting skills •Assist the Head of Division with day–to-day management duties •Give professional guidance and support to lecturers •Oversee assessment and moderation •Assist with the lecturing duties as required.

EDUCATION SPECIALIST (CONTRACT)

Salary: R 348 747.00 – R 441 369.00 p.a. benefits excluded
•(Ref no. GSC 120/2019), **Sibanesetfu Campus**: Maths & Maths literacy L2 – L4

Minimum requirements: •An appropriate recognised Bachelor's degree or National diploma, backed by a professional qualification in Education equivalent to REQV 13 •Three years NC(V) teaching experience at TVET college in relevant subject field •Able to teach Maths and Maths Literacy subjects NC(V) Level 2 - 4 •Sound communication skills •Computer literacy •SACE registration •A valid driver's licence.
Duties: •Assist student with the choice of appropriate career as well as with study methods •Give support to students in developing critical job-hunting skills •Assist the Head of Division with day–to-day management duties •Give professional guidance and support to lecturers •Oversee assessment and moderation •Assist with the lecturing duties as required.

Enquiries: Ms JL Dibakoane Tel. 017 887 9980 (during office hours)

FACILITATOR (CONTRACT)

Salary: R 242 079.00 p.a. benefits excluded
•(Ref no. GSC 121/2019), **Skills Academy**: PLP Mathematics

Minimum requirements: • An appropriate recognized Degree, National Diploma or equivalent to REQV 13 (Teaching Qualification)• Be able to teach Mathematics and Science• Teaching experience may be an advantage • Knowledge of TVET Sector• Qualified as an assessor/ moderator may be an advantage• Computer Literacy•. A valid driver's licence Code 8 May be an advantage

Duties: •Assist with the registration of students and student induction procedure • Planning of classroom work and prepare deliver facilitation to leaners as per work plan • Manager own class attendance records, assessments, test and year marks and all other related duties• Maintained discipline among student• prepare and manage POE's and POA's• Report on monthly basis to the senior lecturer on the prescribed format• liaise with students and parents.

Enquiries: Ms M Swart Tel. 017 714 1594 (during office hours)

LECTURER (CONTRACT)

Salary: R 211 731.00 – R 441 369.00 p.a. benefits excluded
•(Ref no. GSC 122/2019), **Standerton Campus**: Life Orientation L2 – L4

Minimum requirements: •An appropriate recognized Degree or National Diploma, backed by professional qualification in Education equivalent to REQV 13 •Be able to teach Life Orientation, Life Skills and ICT subjects NC(V) Level 2 – 4 •Computer literacy •SACE registration •A valid driver's licence may be an advantage.
Duties: •Assist with the recruitment of students and manage their induction, attendance records, performance assessment and determination of training needs, discipline and placement •Lecture specified subjects on the level required •Ensure quality education and adherence to College and subject policies •Liaise with the students, parents and employers.

LECTURER (CONTRACT)

Salary: R 211 731.00 – R 441 369.00 p.a. benefits excluded
•(Ref no. GSC 123/2019), **Standerton Campus**: Mechanical N1-N3

Minimum requirements: •An appropriate recognized Degree or National Diploma, backed by professional qualification in Education equivalent to REQV 13 •Be able to teach Fitting and Machining N1- N2, Mechanotechnology N3 and Engineering Drawing N1- N3 subject NC(V) Level 2 – 4 •Computer literacy •SACE registration •A valid driver's licence may be an advantage.
Duties: •Assist with the recruitment of students and manage their induction, attendance records, performance assessment and determination of training needs, discipline and placement •Lecture specified subjects on the level required •Ensure quality education and adherence to College and subject policies •Liaise with the students, parents and employers.

EDUCATION SPECIALIST (CONTRACT)

Salary: R 348 747.00 – R 441 369.00 p.a. benefits excluded
•(Ref no. GSC 124/2019), **Standerton Campus**: Engineering & Related Design L2 – L4

Minimum requirements: •An appropriate recognised Bachelor's degree or National diploma, backed by a professional qualification in Education equivalent to REQV 13 •Three years NC(V) teaching experience in Engineering and Related Design (Mechanical) programme at TVET college in relevant subject field• Welding will be an advantage •Able to teach ERD L2- L4 subjects NC(V) Level 2 - 4 •Sound communication skills •Computer literacy •SACE registration •A valid driver's licence.
Duties: •Assist student with the choice of appropriate career as well as with study methods •Give support to students in developing critical job-hunting skills •Assist the Head of Division with day–to-day management duties •Give professional guidance and support to lecturers •Oversee assessment and moderation •Assist with the lecturing duties as required.

STUDENT LIAISON OFFICER (CONTRACT)
Salary: R 257 508.00 p.a. benefits excluded
•(Ref no. GSC 125/2019), **Standerton Campus**: Student Support

Minimum requirements: •An appropriate recognised Bachelor's Degree or National Diploma in Psychology •Two year's career guidance and counselling experience •Excellent verbal and communication skills •Experience in database •Confidence and energy to build rapport •Ability to prioritise, work independently and meet deadlines •Excellent project management skills •Flexibility to occasionally work out of hours •Strong eye for detail •Good team worker •Computer literacy •A valid driver's licence.
Duties: •Assume responsibilities for career guidance and counselling •Co-ordinate all activities with regard to induction •Assist in administering and co-ordinate bursaries •Manage Sports •Assist with the SRC functions •Assist with student graduation •Establish the campus data base of exiting students •Do the functions as delegated by the Job placement Officer concerning placement of Students and Workplace Based Experience •Perform any other duties as may be assigned.

Enquiries: Ms MC Adendorff Tel. 017 712 2180 (during office hours)

Note: •Applications must be accompanied by a fully completed and officially signed **Z83** form, a comprehensive CV and originally certified copies of all qualification, academic records, ID document and valid driver's licence not older than 3 months, together with at least three contactable work-related references •Application **Z83** form is available on our website, www.gscollege.co.za or DPSA website •Failure to submit the requested documents will result in your application not being considered •No faxed or emailed applications will be accepted •Applicants should submit separate applications where more than one post is applied for •Selected candidates will be subjected to vetting process and personnel suitability check in terms of minimum information security standard •The College reserves the right to verify any information received in applications •Late and incomplete applications will not be considered •Submission of fraudulent documentation and canvassing of Council members or College staff will immediately disqualify the candidate •Communication will be entered into with successful candidates only •Should you not receive any response from us within 60 days after the closing date, please consider your application as unsuccessful •Post reference number should be indicated on the application •The College reserves the right to withdraw any position at any time.

•Closing date 27 December 2019 at 14:00

Applications must be forwarded to: The Acting Principal/CEO, Gert Sibande TVET College, P.O. Box 3475, Standerton 2430.
For attention Acting Manager HR: Mr JM Manana, Human Resources or may be placed in the application container located at the reception: Gert Sibande TVET College, 18a Dr Beyers Naude Street, Standerton, 2430. For hand delivery please note that the college will be closing on the 13th of December 2019.

GERT SIBANDE COLLEGE IS COMMITTED TO ESTABLISHING A DIVERSE WORKFORCE; THEREFORE, PREFERENCE WILL BE GIVEN TO SUITABLE CANDIDATES FROM THE DESIGNATED GROUPS, ESPECIALLY WITH REGARD TO RACE, GENDER AND DISABILITY.