



**LETABA TECHNICAL  
AND VOCATIONAL EDUCATION  
AND TRAINING COLLEGE**



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

**LETABA TVET COLLEGE IS AN EQUAL OPPORTUNITY, AFFIRMATIVE ACTION EMPLOYER AND IT IS THE INTENTION TO PROMOTE REPRESENTIVITY IN THE PUBLIC SECTOR THROUGH THE FILLING OF THIS POSTS. APPLICATIONS ARE INVITED FROM SUITABLY QUALIFIED AND EXPERIENCED CANDIDATES TO APPLY THE FOLLOWING VACANT POSITIONS.**

**POST : RELIEF LECTURER (PL1): MECHANICAL ENGINEERING (NCV AND NATED)**

**6 MONTHS CONTRACT**

**SALARY : R211 731 PER ANNUM**

**REF NO : LET 11/04/2021**

**CENTRE : GIYANI CAMPUS**

**REQUIREMENT:** An appropriate National Diploma/Bachelor's Degree in Mechanical Engineering (Attach academic records/transcripts). Qualification in Education and one year working experience in Education and Training will be an added advantage. Knowledge of theory and practice in the Mechanical Engineering. Sound communication skills and Computer literacy skills. Practical Experience in Mechanical Engineering.

**DUTIES:** The successful candidate will be required to lecture NCV and report 191. Management of students and administration of records. Classroom/workshop facilitation. Facilitate specified subjects on the level required. Report to management from time to time. Ensure provisioning of quality education and training in line with the College/DHET requirements. Assess students' performance. Liaise with students, parents and other relevant stakeholders. Support student development and performance. Monitor the students in the workplace.

**POST : LECTURER (PL1): COMPUTER PRACTICE**

**4 MONTHS CONTRACT**

**SALARY : R211 731 PER ANNUM**

**REF NO : LET 12/04/2021**

**CENTRE : TZANEEN CAMPUS**

**REQUIREMENT:** An appropriate National Diploma/Bachelor's Degree or equivalent qualification in any relevant field majoring in Computer Practice, Information Processing, Office Data Processing (Attach academic transcripts/records). An appropriate National Diploma/Bachelor's Degree in Education and a SACE certificate will be an added advantage. One- year relevant working experience in training computer related subjects in the Teaching and Training Sector will be an added advantage. Experience in the TVET Sector will be an added advantage. Knowledge of theory and practice in the relevant field. Sound communication skills. Must have advanced computer skills. Practical experience in specific aspects of the subject field as well as the ability to do practical training will be a recommendation.

**DUTIES:** The successful candidate(s) will be required to lecture NCV. (National certificate Vocational) Management of students and administrative records. Classroom / computer room facilitation. Facilitate the specified subject on the levels required. Report to management from time to time. Ensure provisioning of quality education and training in line with the College/DHET requirements. Assess student's performance. Liaise with students, parents and other relevant stakeholders. Support student development. Monitor the students in the workplace. Report to management from time to time.

**POST : TRADESMAN (SL3) PERMANENT**

**SALARY : R122 595 PER ANNUM**

**REF NO : LET 13/04/2021**

**CENTRE : CENTRAL OFFICE**

**REQUIREMENTS:** A minimum of grade 10 Certificate or equivalent certificate. Six months Trade related artisans experience. Knowledge of electricity equipment, knowledge of OHS Act and safety Act. Knowledge of working in artisans working. Ability to use electrical and hand use, ability to work independently and telephone etiquette. Good communication (verbal and written). Interpersonal relations. Applicants should be committed, hardworking and must be able to work long hours and under pressure. Applicants must have good listening skills and must be able to do minor maintenance.

**DUTIES:** Perform minor repairs, including masonry, electrical systems, plumbing and immediate temporary repairs in an emergency. Painting and carpentry as needed. Cleaning of the equipment's. Loading and offloading of goods.

**POST : CLEANER (SL2) PERMANENT**

**SALARY : R102 534 PER ANNUM**

**REF NO : LET 14/04/2021**

**CENTRE : GIYANI CAMPUS**

**REQUIREMENTS:** A Grade 10 or equivalent qualification. Applicants should be committed, hardworking and must be able to work long hours and under pressure. Applicants must have good interpersonal relations and verbal communication skills. Be able to speak at least English language.

**DUTIES:** Maintaining the cleanliness of the buildings by performing various cleaning duties which includes but not limited to dusting and waxing office furniture; sweeping, scrubbing and waxing of floors, vacuuming and shampooing floors; cleaning walls, windows and doors; collecting and removing of waste papers; freshen the office areas, clean the college kitchen and basins; wash and pack kitchen utensils. Empty and wash waste bins and send recyclables to disposal area.

**REQUIRED DOCUMENTS:** New Z83 Application for Employment Form indicating correct reference number, comprehensive Curriculum Vitae, certified copies of qualifications including academic records/transcripts and ID document (not older than six months), valid SACE certificate for lecturing posts. **NB:** Foreign applicants should attach the following documents: **SAQA EVALUATION CERTIFICATE, SACE and QUOTA WORK PERMIT AND POLICE CLEARANCE. PEOPLE WITH DISABILITY ARE ENCOURAGED TO APPLY.** Interviewed candidates will be subjected to a competency assessment where necessary. The successful candidate will be required to participate in the integrated quality management system or to sign annual performance agreement whichever is applicable and to sign an employment contract on appointment, disclose his/her financial interests and be subjected to security clearance.

**SUBMIT APPLICATIONS TO:** The Principal, Letaba TVET College, Private Bag x 4017 Tzaneen, 0850 or hand deliver to: 1 Claude Wheatley Street, Tzaneen, Limpopo Province. Should you not receive a correspondence from us within three months after closing date, consider your application as unsuccessful.

**CLOSING DATE: 18 MAY 2021 AT 16:00**

**ENQUIRIES: MR P MOKHONAZI / MS PL MOKGOBI ON 015 307 5440**