



Letaba Technical and Vocational Education Training College



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

CENTRAL OFFICE
1 Claude Wheatley Street
Private Bag X4017
TZANEEN 0850
Tel: (015) 307 5440/3955
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Tel: (015) 812 3221/0354
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TZANEEN CAMPUS
P.O. Box 192
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Tel: (015) 307 4438
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POST: FACILITATOR: WHOLESALE AND RETAIL OPERATIONS (2 POSTS) (REF LET 01/03/2018)
SALARY: R 111 729/ R 185 769 per annum plus 37% in lieu of Benefits
(12 MONTHS CONTRACTS)

REQUIREMENT: At least NQF Level 5 above in Business related field or equivalent qualification. An Assessor and Moderator with Wholesale and Retail SETA. Skills Development management qualification. One-year relevant working experience in facilitating W&R SETA Learnerships. Experience in retail environment will be an added advantage. Good communication and Problem solving, Report writing and presentation Skills. Computer literacy and have a valid driver's licence.

DUTIES: Facilitate all the Units Standards of the National Certificate: Wholesale and Retail Operations level 2, ensure that the students prepare the PoEs in line with the WRSETA, Coordinate the induction for the selected learners before commencement of the training, Ensure that College facilitate institutional training in line with SETA standards, Guide the College to facilitate the structured learning component of the programme both theory and practical component in line with the processes and guidelines of W&R SETA, Provide learner support to ensure learners attain the required number of credit within the expected time frames, Identify learners with special education and training needs and develop mechanisms to address those. Upload learners for registration and learner achievements to the W&R SETA and QCTO. Present monthly and quarterly progress reports to the Management of Letaba TVET College. Develop project implementation plan(s) with time frames for the structured learning and workplaces in line with W&R SETA requirements.

Closing date: 23 March 2018 at 12:00

POST: LECTURER (PERMANENT)
GIYANI CAMPUS: ELECTRONIC CONTROL AND DIGITAL ELECTRONICS (REF NO: LET 02/03/2018)

POST LEVEL 1: R183 942 per annum

Requirement: A recognised relevant 3-year Diploma / Bachelor's Degree including a professional qualification in education. One year working experience in Education and Training. A trade test in Electronic Control and Digital Electronics. Knowledge of theory and practice in Electronic Control and Digital Electronics. Sound communication and Computer literacy skills. Practical experience in Electronic Control and Digital Electronics as well as the ability to do practical training.

Duties: The successful candidate's responsibilities include but not limited to: lecture National Certificate and Vocational (NCV) and Report 191 (Nated). Management of students and administration of records. Classroom/ workshop facilitation. Facilitate specified subjects on the levels required. Report to management. 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

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stakeholders. Support student development and performance. **RE ADVERT: ALL PEOPLE WHO APPLIED BEFORE ARE ENCOURAGED TO REAPPLY.**

POST: LECTURER (PERMANENT)

MAAKE CAMPUS: CIVIL ENGINEERING PLUMBING AND SHEET METAL WORK (REF NO: LET 03/03/2018)

POST LEVEL 1: R183 942 per annum

Requirement: A recognised relevant 3-year Diploma / Bachelor's Degree in Civil Engineering Plumbing and Sheet Metal work. One year working experience in Education and Training sector. A trade test in Civil Engineering (Plumbing and Sheet metal work). Knowledge of theory and practice in Plumbing and Sheet metal work. Sound communication and Computer literacy skills. Practical experience in Plumbing and Sheet metal. An ability to do drain laying will be an added advantage.

Duties: The successful candidate's responsibilities include but not limited to: lecture National Certificate and Vocational (NCV) and Report 191 (Nated). Management of students and administration of records. Classroom/workshop facilitation. Facilitate specified subjects on the levels required. Report to management. 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 and performance. **RE ADVERT: ALL PEOPLE WHO APPLIED BEFORE ARE ENCOURAGED TO REAPPLY.**

POST: LECTURER (PERMANENT)

MAAKE CAMPUS: ENGINEERING AND RELATED DESIGN (WELDING) (REF NO: LET 04/03/2018)

POST LEVEL 1: R183 942 per annum

Requirement: A recognised relevant 3-year Diploma / Bachelor's Degree including a professional qualification in education. One year working experience in an Education and Training sector. A trade test in Welding. Knowledge of theory and practice in Welding. Sound communication and Computer literacy skills. Practical experience in Welding as well as the ability to do practical training.

Duties: The successful candidate's responsibilities include but not limited to: lecture National Certificate and Vocational (NCV) and Report 191 (Nated). Management of students and administration of records. Classroom/ workshop facilitation. Facilitate specified subjects on the levels required. Report to management. 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 and performance. **RE ADVERT: ALL PEOPLE WHO APPLIED BEFORE ARE ENCOURAGED TO REAPPLY.**

Note: The successful candidate will be required to sign an annual performance agreement, disclose his/her financial interest and be subjected to security clearance.

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APPLICATIONS MUST BE SUBMITTED ON Z83 FORM OBTAINABLE FROM ANY PUBLIC SERVICE DEPARTMENT OR ON THE INTERNET AT WWW.GOV.ZA/DOCUMENTS AND MUST BE ACCOMPANIED BY A COMPREHENSIVE CV AS WELL AS CERTIFIED COPIES OF ALL QUALIFICATIONS INCLUDING ACADEMIC PRESCRIPTS, IDENTITY DOCUMENT (ID) AND DRIVERS LICENCE. IT IS THE APPLICANT'S RESPONSIBILITY TO HAVE FOREIGN QUALIFICATIONS EVALUATED BY THE SOUTH AFRICAN QUALIFICATION AUTHORITY (SAQA). FAILURE TO SUBMIT THE REQUESTED DOCUMENTS WILL RESULT IN YOUR APPLICATION NOT BEING CONSIDERED. CANDIDATES WHOSE APPOINTMENT WILL PROMOTE REPRESENTATIVITY IN TERMS OF RACE, GENDER AND DISABILITY WILL RECEIVE PREFERENCE.

PLEASE FORWARD YOUR APPLICATION, QUOTING THE REFERENCE NUMBER TO: THE PRINCIPAL, LETABA TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING (TVET) COLLEGE, PRIVATE BAG X 4017, TZANEEN, 0850 OR HAND DELIVER TO: 1 CLAUDE WHEATLEY STREET, CENTRAL OFFICE, TZANEEN.

CORRESPONDENCES WILL ONLY BE ENTERED INTO WITH SHORT-LISTED APPLICANTS. APPLICATIONS RECEIVED AFTER THE CLOSING DATE OR FAXED AND EMAILED APPLICATIONS WILL NOT BE CONSIDERED.

CLOSING DATE: 3 April 2018 at 13h00

Enquiries: Sebela SD/Mokhonazi P – 015 307 5440/6454