



higher education
& training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



PORT ELIZABETH
TVET COLLEGE

EXTERNAL ADVERTISEMENT
PROJECT FUNDED BY NATIONAL SKILLS FUND

**PORT ELIZABETH TECHNICAL VOCATIONAL EDUCATION AND TRAINING [TVET]
COLLEGE**

APPLICATIONS: Please hand deliver your application, quoting the reference number to: The Deputy Principal: Corporate Services: Mr. D.P. Baartzes; Port Elizabeth TVET College; Erica Central Campus; 1 Richmond Park Drive; Richmond Hill; Port Elizabeth 6001; Reception Area or post your application to: Private Bag X6040; Port Elizabeth 6000

CLOSING DATE AND TIME: 09 FEBRUARY 2022 at 16:00

NOTE: Applications must be submitted on a Z83 application form obtainable from any public service department or on the internet at www.gov.za/documents or www.pecollege.edu.za. The duly completed Z83 application form must be accompanied by a duly signed and dated Application Letter. A recently updated comprehensive CV with three (3) contactable references and certified copies of all qualifications, the qualification transcripts of certified copies (statement of results), identity document and driver's license [where it is required] not older than six (6) months is required. It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority and the evaluation certificates from SAQA must be attached. Failure to sign the Z83 form and submit the requested documents will result in your application not be considered. Candidates whose appointments will promote representivity of race, gender and disability will receive preference. Correspondence will only be entered into with short-listed applicants. If you have not been contacted within three (3) months of the closing date of this advertisement, please accept that your application was unsuccessful. Successful candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, qualification/study verification and previous employment verification). Successful candidates will also be subjected to security clearance processes. Applications received after the closing date or fax and email applications will not be considered.

**POST: FACILITATOR/ASSESSOR FOR NATIONAL HIGHER CERTIFICATE IN ACCOUNTING SCIENCE
PROGRAMME**

REFERENCE NUMBER: TS12/2022PEC

SALARY: R257 508PA + 37% IN LIEU OF BENEFITS (SL 7)

CENTRE: PORT ELIZABETH TVET COLLEGE: DOWER CAMPUS

NATURE OF APPOINTMENT: PROJECT CONTRACT – 3 YEARS (END DATE – 31 DECEMBER 2024)

Port Elizabeth Technical Vocational Education and Training College (TVET)

Central Administration - Tel: 041 509 6000, Fax: 041 582 2017 • Dower Campus - Tel: 041 509 6200, Fax: 041 481 7111
Iqhayiya Campus - Tel: 041 509 6450, Fax: 041 452 1048 • Russell Road Campus - Tel: 041 509 6300, Fax: 041 582 2281
Victoria Campus - Tel: 041 509 6150, Fax: 041 374 5321
Private Bag X6040, Port Elizabeth 6000 • Email: info@pec.edu.za • www.pecollege.edu.za

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REQUIREMENTS: Incumbent should have a relevant Senior Certificate / Grade 12/ NCV Certificate (Level 4). A Relevant Bachelor of Commerce Degree in the field of Accounting. Ability to work with adult learners. Willingness to undergo training on various aspects of tutoring. Teaching experience will be an advantage. Excellent facilitation skills. Must have computer skills. Friendly, patient and sensitive to diverse students. Possess passion for student-centred learning. Must be in a possession of an Assessor qualification. Must have 2 years relevant teaching experience. Must have facilitation/Tutorial experience in this field.

DUTIES: Facilitate delivery of tutorial material. Manage students' learning experiences in the class. Facilitate students' interaction with their peers in the class. Provide students with the required support in a class. Write weekly, quarterly, quality and annual report for the academic board.

ENQUIRIES: Mrs. C Jansen & Mrs. Z Platjies

Tel: (041) 509 6000

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