

## ADVERTISEMENT

<b>To:</b>	All Staff	<b>From:</b>	Melissa Anthony
<b>Department:</b>	All Departments	<b>Department:</b>	HR Department
<b>Campus:</b>	All Campuses	<b>Campus:</b>	Central Office
<b>Subject:</b>	Vacancy – Senior Lecturer	<b>Date:</b>	03 June 2019

**SENIOR LECTURER: EDUCARE****POST LEVEL 2****OPEN VACANCY  
[Ref.: 195/06/2019]****MINIMUM REQUIREMENTS:**

- Relevant three (3) year qualification preferably in the Educare field. (REQV 13)
- Teachers Qualification.
- Five (5) years teaching/ training experience.
- Bilingual. (English plus Afrikaans or Xhosa)
- Computer Literate. (MS Office: Word & Excel)
- Valid Driver's Licence.
- Registered Assessor and Registered Moderator. (Recommendation)

**KEY PERFORMANCE AREAS:**

- Comply with the Job Description of a Programme Manager/ Senior Lecturer.
  - Assist Head of Department with academic matters to meet deadlines.
  - Assist with assessment of programme delivery.
  - Manage class timetables.
  - Manage and enforce staff and student discipline.
  - Create a healthy environment for teaching and learning.
- **Applications:** Applicants must submit their CV, originally certified copies (not older than 3 months) of all qualifications, Academic Transcripts/ Statement of results, Identity document, Valid Driver's Licence (if applicable) and 2 recent contactable references. Please note that a passport or Drivers Licence will not be accepted in lieu of Identity Document. All applicants must submit a Police Clearance Certificate or proof of application (receipt) not older than 6 months, together with a duly signed Z83 form to the Recruitment Officer, hand delivered to Northlink College - Central Office, 80 Voortrekker Road, Bellville, 7530 (during office hours) or posted to Private Bag X1, PANORAMA, 7506. No faxed or e-mailed applications will be considered.
- A complete set of application documents should be submitted separately for every post you wish to apply for. Please ensure that you clearly state the relevant post reference number on your application. Failure to attach the requested documents will result in your application not being considered.
- **Closing Date:** 31 July 2019      **Enquiries:** 021 – 9709019
- Preference will be given to designated groups in terms of the Employment Equity Act. No absolute barriers will be created against persons from the non-designated groups. The College reserves the right not to make an appointment. If you have not received a reply within sixty (60) days after the closing date, you can consider your application as unsuccessful.