

ADVERTISEMENT

To: All Staff	From: Tarrin Linnen
Department: All Departments	Department: HR Department
Campus: All Campuses	Campus: Central Office
Subject: Vacancy – Senior Lecturer	Date: 08 April 2022

SENIOR LECTURER: EDUCARE

SALARY RANGE: R 353, 979 – R 419, 367 per annum (plus access to benefits)

OPEN VACANCY [Ref.: 31/04/2022]

REQUIREMENTS

- Relevant three (3) year qualification preferably in the Educare field. (Diploma or Degree)
- Teachers Qualification.
- Five (5) years relevant teaching/ training experience.
- Bilingual. (English and Afrikaans or IsiXhosa)
- Computer Literate. (MS Office: Word, Excel)
- Qualified Assessor.
- Qualified Moderator. (Recommendation)
- Valid Driver's Licence.
- SACE Certificate. (Recommendation)

KEY PERFORMANCE AREAS

- Lecturing the subjects included in the Educare programme.
 - Compliance with the Job Description of a Programme Manager/ Senior Lecturer.
 - Assist the Head of Department with academic matters to meet deadlines and compile reports.
 - Assist with mentoring of programme delivery.
 - Providing academic support to students and plan academic interventions.
 - Monitoring attendance registers and follow up on absenteeism.
 - Plan student's timetables.
 - Staff and student discipline.
 - Create a healthy Education and Training environment.
 - Provide subject guidance to lecturing staff.
- **Applications:** Applicants must submit their CV, originally certified copies (not older than 3 months) of all qualifications (including school leaving 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 duly signed Z83 form (to be obtained from our website) to the Recruitment Officer, hand delivered: 80 Voortrekker Road (Central Office), Bellville, 7530 – during office hours or posted: Private Bag X1, Panorama, 7506. **Applicants will be subjected to a criminal background check as well as the verification of qualifications.** 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 and incomplete applications will not be considered.

Closing date: 01 May 2022 Enquiries: 021 – 9709017

Northlink College is a designated employer in terms of the Employment Equity Act. Appointments will be made according to the Employment Equity plan of the institution. 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.

• Belhar Campus
Tel: 021 952 2113 • Fax: 021 952 6694

• Bellville Campus
Tel: 021 951 2231 • Fax: 021 951 3967

• Goodwood Campus
Tel: 021 591 3181 • Fax: 021 592 2493

• Parow Campus
Tel: 021 931 8238 • Fax: 021 931 8244

• Protea Campus
Tel: 021 946 2250 • Fax: 021 949 0886

• Tygerberg Campus
Tel: 021 524 2200 • Fax: 021 524 2300

• Wingfield Campus
Tel: 021 591 9207 • Fax: 021 592 3923

Ramburh
13/04/2022