



higher education
& training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



BUFFALO CITY
TVET COLLEGE

Lecturer: Electrical Engineering

School of Engineering and Business (St Marks Campus)

Reference BCC0331/2022

PL1 (starting notch R214 908 p.a plus 37% in lieu of benefits)

(College Council three months fixed term appointment)

Forward your application to email address: bcc0331@bcccollege.co.za

REQUIREMENTS:

Grade 12 or NCV Level 4; M+3 Electrical Engineering National Diploma/ Degree or equivalent qualification ; Teacher's qualification with relevant teaching experience; Assessor and/or Moderator training will be an added advantage; it is a requirement that all educators be registered with SACE; be computer literate in MS Word, Excel, Outlook and internet.

KEY PERFORMANCE AREAS:

Monitor student attendance; Teach Electrical Engineering subjects with Mathematics N1 to N6; Promote quality teaching and learning; Monitor and perform students statistical performance; Lesson planning and preparation; Set assessments; Mark and provide feedback to students; Capturer marks on ITS; Provide academic support to students; Conduct practical training; Create an environment that is conducive to learning; Perform general administration; Maintain and capture students attendance records and capture them on ITS; Keep portfolio of assessment and portfolio of evidence for verification; moderation and monitoring purposes; Classroom management and supervision; Conduct evaluations and assessments; Perform examination-related duties; Maintain discipline and safety of students at all times; Assist with additional academic support programmes; Attend relevant training workshops and apply acquired skills where necessary; Keep up to date with the latest developments in field of study. Support work based placement and exposure for educators and students.

COMPETENCIES:

Positive attitude, with the ability and willingness to learn; Fluency in written and spoken English; Excellent interpersonal and communication skills; Good organizational, administration, planning and time management skills; Ability to work effectively under pressure and without immediate supervision; Willingness to work after hours as required.

ALL PERMANENT EMPLOYEES WILL BE SUBJECTED TO A YEAR'S PROBATION PERIOD AND FIXED TERM EMPLOYEES TO SIX MONTHS.

CLOSING DATE: 15 April 2022 at 15:00

Please ensure that you take note of the disclaimer under each advert pertaining to the sending of applications during the various lockdown levels. Ensure that you use the correct email address as set in each advert. Applications sent to incorrect email addresses will regrettably not be considered

Candidates who are suitably qualified for the above positions should submit an official application form (Z83 for support staff and EDP01 for educators), a comprehensive CV and certified copies of the following: All relevant Qualifications must include transcripts of subjects passed, a Driver's license and ID. Applicants must also provide , together with the work contact details, including e-mail addresses of at least three work-related references; failure to submit the required documents mentioned above or late submission your application will not be considered.

For enquiries: Ms N Mhlola-Miza on 043 704 9275.

Application forms and the full advert are available on our website, www.bccollege.co.za.

The college reserves the right to verify any information received in applications. Selected candidates will be subjected to a vetting process and personnel suitability check in terms of minimum information security standards. Short-listed candidates will be invited for an interview and may be subjected to a competency assessment as part of the selection process. Submission of fraudulent documentation and canvassing of Council members or College staff will immediately disqualify the candidate. If you have not been contacted within 4 weeks please consider your application as unsuccessful.

Preference will be given, but not limited to, to candidates from designated groups in terms of the Employment Equity Act and the College's Employment Equity Plan. The college reserves the right not to appoint/fill this position.