

**DEPARTMENT OF HIGHER EDUCATION AND TRAINING  
(GOLDFIELDS TVET COLLEGE)**

***Goldfields TVET College for Technical and Vocational Education and Training (TVET) is inviting applications from suitably qualified candidates to fill the following PERSAL paid vacancies:***

- APPLICATIONS** : Please forward all applications to: The Principal, Mr FS Mahlangu, Goldfields TVET College, Private Bag X 95, Welkom, 9459 or hand deliver to Central Office at 36 Buren Street, Flamingo Park, Reception area.
- CLOSING DATE** : 13 October 2017, applications received after the closing date or faxed applications will not be considered.
- NOTE** : Applications must be submitted on form Z83 obtainable from any public service department and must be accompanied by recently updated CV; certified copies of qualifications, academic records/transcripts and certified copy of ID (certification must be within three months). It is the applicant's responsibility to have foreign qualifications evaluated by the South African qualification authority (SAQA) and the evaluation certificate from SAQA must be attached. Suitable candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, qualification/study verification and previous employment verification). Shortlisted candidates will be subjected to a competency assessment where necessary. Correspondence will only be entered into with short-listed applicants. The College /department reserves the right to withdraw any of the advertised posts at any time depending on the need. If you did not receive feedback from the college within 90 days of the closing date consider your application unsuccessful.  
**Note:** All costs incurred due to your application and interviews will be at your own expense. Preference will be given to persons from designated groups, especially with regard to race, gender and disability

**OTHER POST**

- POST 39/13** : **DEPUTY EDUCATION SPECIALIST: CAMPUS MANAGER**
- SALARY** : R517 558 – R887 571 per Annum, Level 10
- CENTRE** : Tosa Campus
- REQUIREMENTS** : A national senior certificate (Grade 12 ) or NCV Level 4.A Recognised Bachelor's degree or equivalent qualification which must include a training as a teacher. A minimum of 8 years experience in Education and/or TVET Colleges coupled with experience in Management and Leadership. A sound knowledge of transformational issues within the TVET SECTOR .Experience in managing people, Projects, Finance, Human Resources Management and Development, good Governance practices relevant to the TVET sector.in depth knowledge and understanding of the regulatory frame work such as NDP,CETA ACT ,Employment Equity, Labour Relations Act, NDSS III,SAQA,PFMA.SACE registration. Good Communication, presentation, administrative, decision making skills. Advanced computer skills (MS Word, MS Excel and PowerPoint).A valid driver's licence.
- DUTIES** : Provide strategic leadership and management of the Campus. Ensure coordination and alignment of the campus with the vision of the college and the TVET Sector as a whole. Monitor performance of the campus against College, Regional and National targets. Provide effective Campus management and administration functions of the College including Fleet Management, Academic programme, Financial Management (SCM, Budget Monitor) manage and oversee the administration of NSFAS at the Campus. Liase with students, Parents, relative Stakeholders. Oversee the implementation of College infrastructure development plan. Monitor and review the relevance of the programme qualification mix offered in the Campus and ensure Campus complies with ISO and Health and Safety standard. Maintain Campus security systems.
- ENQUIRIES** : DR RS Radile Tel no: (057) 910 6000