

## DEPARTMENT OF BASIC EDUCATION

*The Department of Basic Education is committed to providing equal opportunities and practising affirmative action employment. It is our intention to promote representivity (race, gender, disability) in the Department through the filling of this post and a candidate whose transfer/promotion/appointment will promote representivity will receive preference. Preference will firstly be given to excess employees and secondly to current Public Service employees. An indication in this regard will facilitate the processing of applications.*

- APPLICATIONS** : Submitted via post to: Private Bag X895, Pretoria, 0001 **or via** hand-delivery to: The Department of Basic Education, 222 Struben Street, Pretoria. Please visit the Department of Education's website at [www.education.gov.za](http://www.education.gov.za) or the Department of Public Service and Administration vacancy circulars at [www.dpsa.gov.za](http://www.dpsa.gov.za)
- FOR ATTENTION** : Mr C Thurston Tel no: (012) 357 4510
- CLOSING DATE** : 05 January 2018
- NOTE** : Applications must be submitted on form Z83 obtainable from any Public Service Department and must be accompanied by a comprehensive CV and certified copies of qualifications. NB as of 1<sup>st</sup> July 2006, all new appointments in the public service have to be part of the Government Employee Medical Scheme (GEMS) in order to qualify for a Government Medical Subsidy. Correspondence will only be entered into with short-listed applicants. Short-listed candidates will be required to undertake a writing test as part of the interview process. Applications received after the closing date, e-mailed or faxed applications will not be considered. The Department of Basic Education (DBE) is responsible, *inter alia*, for the setting of the national question papers for the National Senior Certificate (NSC) and the Senior Certificate (SC). South African Sign Language Home Language (SASL HL) will be offered for the first time in the Grade 12 NSC examinations in 2018. In order to accomplish this, the DBE seeks to appoint educators with the relevant expertise and experience to perform functions related to the setting of question papers for SASL HL. The categories of part-time employees to be appointed by the DBE to set question papers for SASL HL: Examiner for South African Sign Language Home Language: responsible for the setting of the question papers Internal Moderator for South African Sign Language Home Language: responsible for the moderation of the question paper Video Editor for South African Sign Language Home Language: responsible for the video editing of SASL HL question papers Interpreter for South African Sign Language Home Language: responsible for interpreting during the setting of SASL HL question papers Signer for South African Sign Language Home Language: responsible for signing SASL HL question papers The duties and requirements to be satisfied to be appointed to each of these part-time posts is included in the table below.

## OTHER POSTS

- POST 50/01** : **EXAMINER FOR SOUTH AFRICAN SIGN LANGUAGE HOME LANGUAGE (PART-TIME VACANCY) REF NO: DBE/63/2017**  
Branch: Planning, Information and Assessment  
Directorate: Examinations and Assessment in Schools
- SALARY** : Part-Time Post
- CENTRE** : Pretoria
- REQUIREMENTS** : Must be in possession of a Bachelor's degree or National Diploma, with knowledge of and experience in SASL. Must be teaching South African Sign Language Home Language in Grade 10, Grade 11 and Grade 12 (in 2018). Must have a minimum of two years' experience in the development of question papers/assessment material for SASL. Have an understanding of all the policies relating to the National Curriculum, NSC Examinations and Inclusive Education, with specific reference to SASL HL. Must be prepared to work over weekends and during school holidays. Must provide a reference by his/her supervisor, motivating why he/she should be considered for the post of examiner. All applicants for the above posts must be computer literate, have good writing/oral communication skills, and be able to work in a team and without supervision, and have good leadership skills.

**DUTIES** : Setting high quality question papers for the Grade 12 NSC examinations, for approval by Umalusi, in SASL HL. Develop the accompanying marking guidelines for Grade 12 NSC examination question papers. Participates in the Marking Standardisation Meeting for the question paper. Develop the diagnostic report for the question paper. Develop exemplar question papers for the subject, as and when the need arises. Review items developed by item writers. Develop national question paper for the subject in Grade 10 and Grade 11, if the need arises. Conduct moderation of the marking.

**ENQUIRIES** : Mr C Thurston Tel no: (012) 357 4510  
**NOTE** : Short-listed candidates will be required to write a competency test and undergo an interview. Candidates will be informed of the dates of the competency tests which will take place in the various provinces. Only candidates that have satisfied the minimum requirement in the competency test will be invited to an interview.

**POST 50/02** : **INTERNAL MODERATOR FOR SOUTH AFRICAN SIGN LANGUAGE HOME LANGUAGE (PART-TIME VACANCY) REF NO: DBE/64/2017**  
Branch: Planning, Information and Assessment  
Directorate: Examinations and Assessment in Schools

**SALARY** : Part-Time Post  
**CENTRE** : Pretoria  
**REQUIREMENTS** : Must be in possession of a Bachelor's degree or National Diploma, with knowledge of and experience in SASL. Must be teaching South African Sign Language Home Language in Grade 10, Grade 11 and Grade 12 (in 2018). Must have a minimum of two years' experience in the development of question papers/assessment material for SASL. In addition, an internal moderator must have a minimum of two years' experience in the moderation of question papers/assessment material for SASL. Have an understanding of all the policies relating to the National Curriculum, NSC Examinations and Inclusive Education, with specific reference to SASL HL. Must be prepared to work over weekends and during school holidays. Must provide a reference by his/her supervisor, motivating why he/she should be considered for the post of examiner. All applicants for the above posts must be computer literate, have good writing/oral communication skills, and be able to work in a team and without supervision, and have good leadership skills.

**DUTIES** : Setting high quality question papers for the Grade 12 NSC examinations, for approval by Umalusi, in SASL HL. Develop the accompanying marking guidelines for Grade 12 NSC examination question papers. Participates in the Marking Standardisation Meeting for the question paper. Develop the diagnostic report for the question paper. Develop exemplar question papers for the subject, as and when the need arises. Review items developed by item writers. Develop national question paper for the subject in Grade 10 and Grade 11, if the need arises. Conduct moderation of the marking.

**ENQUIRIES** : Mr C Thurston Tel no: (012) 357 4510  
**NOTE** : Short-listed candidates will be required to write a competency test and undergo an interview. Candidates will be informed of the dates of the competency tests which will take place in the various provinces. Only candidates that have satisfied the minimum requirement in the competency test will be invited to an interview.

**POST 50/03** : **VIDEO EDITOR FOR SOUTH AFRICAN SIGN LANGUAGE HOME LANGUAGE (PART-TIME VACANCY) REF NO: DBE/65/2017**  
Branch: Planning, Information and Assessment  
Directorate: Examinations and Assessment in Schools

**SALARY** : Part-Time Post  
**CENTRE** : Pretoria  
**REQUIREMENTS** : Must be in possession of a qualification in video editing. Have experience in developing visual material for Sign Language. Have an understanding of Inclusive Education, with specific reference to SASL HL. Must be prepared to work over weekends and during school holidays. Must provide a reference by his/her supervisor, motivating why he/she should be considered for the post of a video editor. All applicants for the above posts must be computer literate, have good writing/oral communication skills, and be able to work in a team and without supervision, and have good leadership skills.

**DUTIES** : Responsible for the video editing of all SASL HL recorded assessment material/question papers. Manage the proofreading and production of the SASL HL recorded question papers.

**ENQUIRIES** : Mr C Thurston Tel no: (012) 357 4510

**NOTE** : Short-listed candidates will be required to write a competency test and undergo an interview. Candidates will be informed of the dates of the competency tests which will take place in the various provinces. Only candidates that have satisfied the minimum requirement in the competency test will be invited to an interview.

**POST 50/04** : **SOUTH AFRICAN SIGN LANGUAGE INTERPRETER (PART-TIME VACANCY) REF NO: DBE/66/2017**  
Branch: Planning, Information and Assessment  
Directorate: Examinations and Assessment in Schools

**SALARY** : Part-Time Post

**CENTRE** : Pretoria

**REQUIREMENTS** : Must be in possession of a Bachelor's degree or National Diploma, with specialization in Sign Language or a related subject. Must be in possession of a SASL interpreting qualification. Have at least five years' experience in interpreting for the Deaf. Must be involved in duties related to SASL HL. Must be registered with relevant professional bodies. Have an understanding of all the policies relating to the National Curriculum, NSC Examinations and Inclusive Education, with specific reference to SASL HL. Must be prepared to work over weekends and during school holidays. Must provide a reference by his/her supervisor, motivating why he/she should be considered for the post. All applicants for the above posts must be computer literate, have good writing/oral communication skills, and be able to work in a team and without supervision, and have good leadership skills.

**DUTIES** : Responsible for interpreting during the setting sessions of SASL HL question papers. Serve as SASL interpreter whenever the SASL HL examining panel convenes.

**ENQUIRIES** : Mr C Thurston Tel no: (012) 357 4510

**NOTE** : Short-listed candidates will be required to write a competency test and undergo an interview. Candidates will be informed of the dates of the competency tests which will take place in the various provinces. Only candidates that have satisfied the minimum requirement in the competency test will be invited to an interview.

**POST 50/05** : **SIGNERS FOR SOUTH AFRICAN SIGN LANGUAGE HOME LANGUAGE (PART-TIME VACANCY) REF NO: DBE/67/2017**  
Branch: Planning, Information and Assessment  
Directorate: Examinations and Assessment in Schools

**SALARY** : Part-Time Post

**CENTRE** : Pretoria

**REQUIREMENTS** : Must be in possession of a Bachelor's degree or National Diploma, with the specialization in Sign Language or a related subject. Have at least five years' experience in signing SASL. Must be involved in duties related to SASL HL. Must be registered with relevant professional bodies. Have an understanding of all the policies relating to the National Curriculum, NSC Examinations and Inclusive Education, with specific reference to SASL HL. Must be prepared to work over weekends and during school holidays. Must provide a reference by his/her supervisor, motivating why he/she should be considered for the post. All applicants for the above posts must be computer literate, have good writing/oral communication skills, and be able to work in a team and without supervision, and have good leadership skills.

**DUTIES** : Responsible for the signing of question papers during the recording process

**ENQUIRIES** : Mr C Thurston Tel no: (012) 357 4510

**NOTE** : Short-listed candidates will be required to write a competency test and undergo an interview. Candidates will be informed of the dates of the competency tests which will take place in the various provinces. Only candidates that have satisfied the minimum requirement in the competency test will be invited to an interview.