The Department of Basic Education is committed to providing equal opportunities and practicing affirmative action employment. It is our intention to promote representivity (race, gender, disability) in the Department through filling of these posts and candidates whose transfer, promotion, or appointment will promote representivity will receive preference. Preference will firstly be given to excess employees and secondly to current Public Service employees.

APPLICATIONS: Submitted via post to: Private Bag X895, Pretoria, 0001 or hand-deliver to: The Department of Basic Education, 222 Struben Street, Pretoria. Please visit the Department of Education’s website at www.education.gov.za or the Department of Public Service and Administration vacancy circulars at www.dpsa.gov.za

FOR ATTENTION: Mr A Tsamai /Ms M Thubane

CLOSING DATE: 06 April 2021

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 ID and qualifications. NB as of 1st 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 shortlisted applicants. Shortlisted 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.

ERRATUM: Kindly note the following post advertised in Public Service Vacancy Circular 08 dated 05 March 2021. The Post name has been amended as follows: Deputy Director: Mathematics, Science and Technology (Ref No: DBE/27/2021) not Deputy Director as it was stated. The closing date remains the same: 26 March 2021

OTHER POST

POST 09/01: ASSISTANT DIRECTOR: INITIAL TEACHER EDUCATION REF NO: DBE/31/2021

Branch: Teacher and Professional Development
Chief Directorate: Education Human Resources Development
Directorate: Initial Teacher Education

SALARY: R470 040 per annum (Level 10)

CENTRE: Pretoria

REQUIREMENTS: A 3 year relevant (NQF level 6) post matric qualification or equivalent qualification as recognised by SAQA; A three (3) years relevant experience in recruitment and/or bursary management; An understanding of the teacher education environment and bursary programmes for effective recruitment of new teachers as well as needs identification for teachers; excellent communication (written and verbal) skills, good interpersonal relation skills; Ability to work independently under pressure and adhere to deadlines; Ability to organise and administer the Funza Lushaka bursary programme and large-scale advocacy programmes; Ability to work on weekends and Public holidays; A valid driver’s license will be a prerequisite for this post.

DUTIES: The successful candidate will ensure the proper administration of the Funza Lushaka bursary programme and the monitoring thereof; Participate in the modernisation of the Funza Lushaka Bursary Information Management System; Assist with the development and maintenance of up-to-date databases for the Funza Lushaka bursary programme; Participate in advocacy programmes of the Funza Lushaka bursary programme; Collaborate with the Department of Higher Education and Training, teacher education providers, provincial education departments, other government departments and entities; Prepare relevant plans, reports and presentations; Assist with analysis of provincial, HEI as well as NSFAS plans and reports; Perform provincial monitoring visits and visits to HEIs; Assist with special initiatives in the Directorate; Handling official correspondence and submissions and Perform other tasks as required by the Director.

ENQUIRIES: Mr A Tsamai Tel No: (012) 357 3221/Ms M Thubane Tel No: (012) 357 3297

NOTE: Shortlisted candidates may be required to undergo a writing test and will be subjected to a security clearance.