



education

DEPARTMENT: EDUCATION
MPUMALANGA PROVINCE

The Mpumalanga Department of Education awaits applications from suitably qualified and experienced persons for appointment to positions funded through the DORA Infrastructure Conditional Grant, as set out below.

DEPUTY DIRECTOR: PROPERTY MANAGEMENT

Salary: An all-inclusive remuneration package of R 657 558 p.a. The package can be structured according to the individual's personal needs. Appointment will be subject to competency assessment. Shortlisted candidates will be subjected to a technical exercise that intends to test relevant technical elements of the job. Following the interview and technical exercise the selection panel will recommend candidates to attend a generic managerial competency assessment (in compliance with the DPSA Directive on the implementation of competency based assessments). The competency assessment will be testing generic managerial competencies using the mandated DPSA SMS competency assessment tools.

Requirements: B Degree or Equivalent in Real Estate or Property Management. Five (5) years' relevant post-qualification (after completing qualification) experience. Strong policy development-, research and analytical skills. Knowledge of statistical research methods. Ability to collate detailed information. Strategic planning, organisational and problem solving skills. Well developed financial and project management skills. Well developed written and verbal communication skills. Good presentation skills. Ability to work under pressure. Ability to function independently. Strong interpersonal and networking skills. Proven management skills and the ability to liaise at a high level. Good computer user knowledge and experience. Valid driver's license.

Duties: Direct and manage the implementation of property administration functions. Manage land affairs and Immovable Asset Register. Manage leases. Manage Municipal Accounts. Manage use of utilities. Execute HR performance management.

Post Ref No K11/073 - Head Office, Nelspruit. This is a re-advertisement of Ref No. K9/063 previously advertised in the City Press of 22 January 2017. Interested applicants should re-apply.

Enquiries: Ms GS Sogayise, Tel (013) 766 5645

EDUCATION PSYCHOLOGIST GRADE 1: SPECIAL SCHOOL

Salary: R 633 702 p.a.

Requirements: An appropriate recognized qualification that allows for the required registration with the Health Professions Council of South Africa (HPCSA) as Psychologist in a relevant registration category. Registration with the HPCSA as a Psychologist as well as registration with SACE. Relevant experience in terms of the OSD to determine the grade of the successful candidate is required if registered with the HPCSA in the RSA as a Psychologist who performed Community Service. Valid driver's license. Experience in education will be an advantage. Good verbal and written communication skills. Computer literacy. Willingness to stay on the school premises if so required. Appointment will be subject to the completion of a vetting/screening process. Applications without proof of registration with SACE would be provisionally accepted, on condition that definite proof of registration be provided prior to appointment.

Duties: Provide psycho-educational support services at schools, to learners, educators, parents and professionals. Provide guidance and psycho therapy to learners who may have psychological intellectual and behavioral challenges and socioeconomic deprivation. Develop and organise therapy programmes that identify, assess and support the eradication of barriers to learning. Coordinate the multi disciplinary team. Render hostel duty.

Post Ref No K11/074 - Jim van Tonder Special School (MID), BETHAL

Enquiries: Mr MP Nkosi, Tel (017) 801 6159, Ms G Motau, Tel (017) 801 6185

EDUCATION PSYCHOLOGIST GRADE 1: SPECIAL SCHOOL - LSPID GRANT

Salary: R 633 702 p.a.

Requirements:

Applicants must be in possession of an appropriate qualification that allows registration with the HPCSA as a Psychologist in a relevant registration category. No experience is required if registered with HPCSA in respect of RSA Psychologists who performed Community Service or 1 year relevant experience in respect of foreign qualified Psychologists. Registration with the South African Council of Educators (SACE) although applications without proof of registration with SACE would be provisionally accepted, on condition that proof of registration be provided shortly after appointment. An in-depth knowledge and understanding of education legislation and policies and an ability to promote inclusive education which includes promoting access to quality public funded education for learners with disabilities. Ability to work as part of a team and collaborating with stakeholders. Able to take initiative, work under pressure and be a problem-solver if and when necessary. Experience in co-ordinating education and other support for learners with disabilities will be an added advantage. The incumbent will function as part of the District-based Support Team with the specific responsibility of providing transversal outreach services to care centres and special schools that include learners with severe to profound intellectual disabilities (LSPID). The job involves travelling and therefore a valid driver's license is a requirement. The applicant must have advanced computer skills. Shortlisted candidates will be required to undergo a test and will be subjected to a security clearance.

Duties:

As a member of the transversal team, the incumbent will collaborate with team members in the provision of support to designated schools and care centres on an itinerant basis. Support to be provided will include: Assessment of LSPID enrolled in the schools / care centres; provision of therapeutic and psychosocial intervention to learners and families; monitoring and reporting on these learners' progress; training caregivers on the learning programme for LSPID; monitoring and reporting caregivers' implementation of the learning programme for LSPID; training and supporting teachers, on the learning programme for LSPID; monitoring and reporting on the implementation of the learning programme in designated schools and care centres; advocating for access to quality public funded education for LSPID and carrying out administrative functions related to the support provided; Incumbent may also be required to provide support to other learners in the community as and when needed.

Post Ref No K11/075 - Gert Sibande District Office, Ermelo

Enquiries: Mr MP Nkosi, Tel (017) 801 6159, Ms G Motau, Tel (017) 801 6185

Post Ref No K11/076 - Nkangala District Office, KwaMhlanga

Enquiries: Ms M Masilela, Tel (013) 947 1788

Post Ref No K11/077 - Ehlanzeni District Office, Kanyamazane

Enquiries: Ms JT Dlamini, Tel (013) 766 0508

Post Ref No K11/078 - Bohlabela District Office, Bushbuckridge

Enquiries: Mr TZ Magoane, Tel (013) 766 7410

DEPUTY CHIEF EDUCATION SPECIALIST: FET

Salary: R 453 246 p.a.

Requirements:

An appropriate recognised three- or four year qualification in the learning/subject area/phase, plus eight years relevant experience. Good organisational, planning and management skills. Computer literacy. Valid driver's license. Registration with SACE

Duties:

Co-ordinate, develop and manage the implementation of FET curriculum programmes and processes in the district. Ensure quality leadership and curriculum support in FET education. Manage, co-ordinate and support the performance of FET Curriculum Implementers in the district.

Post Ref No K11/079 - Ehlanzeni District Office, Kanyamazane (DCES - FET Curriculum)

Enquiries: Ms JT Dlamini, Tel (013) 766 0508

Post Ref No K11/080 - Bohlabela District Office, Bushbuckridge (DCES - FET Curriculum)

Enquiries: Mr TZ Magoane, Tel (013) 766 7410

**DEPUTY CHIEF EDUCATION SPECIALIST: FET MATHEMATICS
PROGRAMMES (MST ACADEMY)**

Salary: R 453 246 p.a.

Requirements: An appropriate recognised three- or four year qualification in the learning/subject area/phase, plus eight years relevant experience. Credible education management experience will be an advantage. Extensive knowledge of the public service and education sector related legislation, policy initiatives and strategies including quality assurance and assessment frameworks. Proven achievements in promoting the quality of teaching and learning in the applicable subject area. Good organisational, planning and verbal and written communication skills. Innovative, analytical and creative thinking. Computer literacy. Valid driver's license. Registration with SACE. An appropriate recognised Master of Science degree will serve as recommendation.

Duties: Advance the delivery of quality mathematics education in the FET phase. Analyse educator developmental needs. Develop training material. Deliver in service learning programs to educators. Assess the academic and professional qualifications of teachers and advise on the formal upgrading thereof. Provide resource materials and digital curriculum implementation support. Monitor and evaluate effectiveness of programmes and strategies. Support subject teaching in the MST focus schools and Dinaledi schools.

Post Ref No K11/081 - Head Office, Nelspruit

Enquiries: Ms MD Ndinisa, Tel (013) 690 2411

DEPUTY CHIEF EDUCATION SPECIALIST: GET MATHEMATICS PROGRAMMES (MST ACADEMY)

Salary: R 453 246 p.a.

Requirements: An appropriate recognised three- or four year qualification in the learning/subject area/phase, plus eight years relevant experience. Credible education management experience will be an advantage. Extensive knowledge of the public service and education sector related legislation, policy initiatives and strategies including quality assurance and assessment frameworks. Proven achievements in promoting the quality of teaching and learning in the applicable subject area. Good organisational, planning and verbal and written communication skills. Innovative, analytical and creative thinking. Computer literacy. Valid driver's license. Registration with SACE. An appropriate recognised Master of Science degree will serve as recommendation.

Duties: Advance the delivery of quality mathematics education in the GET phase. Analyse educator developmental needs. Develop training material. Deliver in service learning programs to educators. Assess the academic and professional qualifications of teachers and advise on the formal upgrading thereof. Provide resource materials and digital curriculum implementation support. Monitor and evaluate effectiveness of programmes and strategies. Support subject teaching in the MST focus schools and Dinaledi schools.

Post Ref No K11/082 - Head Office, Nelspruit

Enquiries: Ms MD Ndinisa, Tel (013) 690 2411

DEPUTY CHIEF EDUCATION SPECIALIST: INCLUSIVE EDUCATION

Salary: R 453 246 p.a.

Requirements: An appropriate recognised three- or four year qualification in the learning/subject area/phase, plus eight years relevant experience. Sound knowledge and understanding of the Inclusive Education policies and dynamics. Good organisational-, planning and management skills. Computer literacy. Valid driver's license. Registration with SACE. Recommendation: Appropriate experience in the field of remedial and/or inclusive education

Duties: Manage the implementation of policy and programmes in respect of Inclusive Education. Co-ordinate all related projects in the district, as well as the monitoring and evaluation thereof. Manage, co-ordinate and support the performance of Inclusive Education Implementers in the district. Consult and network with stakeholders i.r.o. the above.

Post Ref No K11/083 - Bohlabela District Office, Bushbuckridge

Enquiries: Mr TZ Magoane, Tel (013) 766 7410

DEPUTY CHIEF EDUCATION SPECIALIST: TEACHER EDUCATION AND DEVELOPMENT

Salary: R 453 246 p.a.

Requirements: An appropriate recognised three- or four year qualification in the learning/subject area/phase, plus eight years relevant experience. Comprehensive knowledge of the education sector related legislation and policies, including the IQMS. Sound knowledge and experience of educational management, project management and HR development strategies. Good organisational- and planning skills. Strong interpersonal-, communication-, motivational-, negotiation-, problem solving and liaison skills. Report-writing skills. Innovative, analytical and creative thinking skills. Ability to work under pressure. Computer literacy. Valid driver's license. Registration with SACE

Duties: Manage and co-ordinate the auditing of all professional development needs. Manage and monitor the

compilation of an annual integrated report on training needs. Manage and evaluate the co-ordination of the integration of the training menu. Manage the co-ordination of the evaluation and monitoring of the impact of training. Monitor the implementation of the teacher development aspects of the IQMS.

Post Ref No K11/084 - Gert Sibande District Office, Ermelo

Enquiries: Mr MP Nkosi, Tel (017) 801 6159, Ms G Motau, Tel (017) 801 6185

Post Ref No K11/085 - Ehlanzeni District Office, Kanyamazane

Enquiries: Ms JT Dlamini, Tel (013) 766 0508

**CHIEF EDUCATION THERAPIST GRADE 1: OCCUPATIONAL THERAPIST:
SPECIAL SCHOOL - LSPID GRANT**

Salary: R 414 069 p.a.

Requirements: Applicants must be in possession of an appropriate qualification that allows registration with the HPCSA as a Physiotherapist. A minimum of 3 years appropriate experience after registration with the HPCSA in the profession is required. Registration with the South African Council of Educators (SACE) although applications without proof of registration with SACE would be provisionally accepted, on condition that proof of registration be provided shortly after appointment. An in-depth knowledge and understanding of education legislation and policies and an ability to promote inclusive education which includes promoting access to quality public funded education for learners with disabilities. Experience in working as part of a team and collaborating with stakeholders as well as in co-ordinating education and other support for learners with disabilities will be an added advantage. Able to take initiative, work under pressure and be a problem-solver if and when necessary. The incumbent will function as part of the District-based Support Team with the specific responsibility of providing transversal outreach services to care centres and special schools that include learners with severe to profound intellectual disabilities (LSPID). The job involves travelling and therefore a valid driver's license is a requirement. The applicant must have advanced computer skills. Shortlisted candidates will be required to undergo a test and will be subjected to a security clearance.

Duties: As a member of the transversal team, the incumbent will collaborate with team members in the provision of support to designated schools and care centres on an itinerant basis. Support to be provided will include: Assessment of LSPID enrolled in the schools / care centres; provision of relevant therapeutic intervention to learners and families; monitoring and reporting on these learners' progress; training caregivers on learning programme for LSPID; monitoring and reporting caregivers' implementation of the learning programme for LSPID; training and supporting teachers, on learning programme for LSPID; monitoring and reporting on the implementation of the learning programme in designated schools and care centres; advocating for access to quality public funded education for LSPID and carrying out administrative functions related to the support provided. The Incumbent may also be required to provide support to other learners in the community as and when needed.

Post Ref No K11/086 - Gert Sibande District Office, Ermelo

Enquiries: Mr MP Nkosi, Tel (017) 801 6159, Ms G Motau, Tel (017) 801 6185

Post Ref No K11/087 - Nkangala District Office, KwaMhlanga

Enquiries: Ms M Masilela, Tel (013) 947 1788

Post Ref No K11/088 - Ehlanzeni District Office, Kanyamazane

Enquiries: Ms JT Dlamini, Tel (013) 766 0508

Post Ref No K11/089 - Bohlabela District Office, Bushbuckridge

Enquiries: Mr TZ Magoane, Tel (013) 766 7410

**CHIEF EDUCATION THERAPIST GRADE 1: PHYSIOTHERAPIST: SPECIAL
SCHOOL - LSPID GRANT**

Salary: R 414 069 p.a.

Requirements:

Applicants must be in possession of an appropriate qualification that allows registration with the HPCSA as a Physiotherapist. A minimum of 3 years appropriate experience after registration with the HPCSA in the profession is required. Registration with the South African Council of Educators (SACE) although applications without proof of registration with SACE would be provisionally accepted, on condition that proof of registration be provided shortly after appointment. An in-depth knowledge and understanding of education legislation and policies and an ability to promote inclusive education which includes promoting access to quality public funded education for learners with disabilities. Experience in working as part of a team and collaborating with stakeholders as well as in co-ordinating education and other support for learners with disabilities will be an added advantage. Able to take initiative, work under pressure and be a problem-solver if and when necessary. The incumbent will function as part of the District-based Support Team with the specific responsibility of providing transversal outreach services to care centres and special schools that include learners with severe to profound intellectual disabilities (LSPID). The job involves travelling and therefore a valid driver's license is a requirement. The applicant must have advanced computer skills. Shortlisted candidates will be required to undergo a test and will be subjected to a security clearance.

Duties:

As a member of the transversal team, the incumbent will collaborate with team members in the provision of support to designated schools and care centres on an itinerant basis. Support to be provided will include: Assessment of LSPID enrolled in the schools / care centres; provision of relevant therapeutic intervention to learners and families; monitoring and reporting on these learners' progress; training caregivers on learning programme for LSPID; monitoring and reporting caregivers' implementation of the learning programme for LSPID; training and supporting teachers, on learning programme for LSPID; monitoring and reporting on the implementation of the learning programme in designated schools and care centres; advocating for access to quality public funded education for LSPID and carrying out administrative functions related to the support provided. The Incumbent may also be required to provide support to other learners in the community as and when needed.

Post Ref No K11/090 - Gert Sibande District Office, Ermelo

Enquiries: Mr MP Nkosi, Tel (017) 801 6159, Ms G Motau, Tel (017) 801 6185

Post Ref No K11/091 - Nkangala District Office, KwaMhlanga

Enquiries: Ms M Masilela, Tel (013) 947 1788

Post Ref No K11/092 - Ehlanzeni District Office, Kanyamazane

Enquiries: Ms JT Dlamini, Tel (013) 766 0508

Post Ref No K11/093 - Bohlabela District Office, Bushbuckridge

Enquiries: Mr TZ Magoane, Tel (013) 766 7410

CHIEF EDUCATION THERAPIST GRADE 1: SPEECH THERAPIST: SPECIAL SCHOOL - LSPID GRANT

Salary: R 414 069 p.a.

Requirements:

Applicants must be in possession of an appropriate qualification that allows registration with the HPCSA as a Physiotherapist. A minimum of 3 years appropriate experience after registration with the HPCSA in the profession is required. Registration with the South African Council of Educators (SACE) although applications without proof of registration with SACE would be provisionally accepted, on condition that proof of registration be provided shortly after appointment. An in-depth knowledge and understanding of education legislation and policies and an ability to promote inclusive education which includes promoting access to quality public funded education for learners with disabilities. Experience in working as part of a team and collaborating with stakeholders as well as in co-ordinating education and other support for learners with disabilities will be an added advantage. Able to take initiative, work under pressure and be a problem-solver if and when necessary. The incumbent will function as part of the District-based Support Team with the specific responsibility of providing transversal outreach services to care centres and special schools that include learners with severe to profound intellectual disabilities (LSPID). The job involves travelling and therefore a valid driver's license is a requirement. The applicant must have advanced computer skills. Shortlisted candidates will be required to undergo a test and will be subjected to a security clearance.

Duties:

As a member of the transversal team, the incumbent will collaborate with team members in the provision of support to designated schools and care centres on an itinerant basis. Support to be provided will include: Assessment of LSPID enrolled in the schools / care centres; provision of relevant therapeutic intervention to learners and families; monitoring and reporting on these learners' progress; training caregivers on learning programme for LSPID; monitoring and reporting caregivers' implementation of the learning programme for LSPID; training and supporting teachers, on learning programme for LSPID; monitoring and reporting on the implementation of the learning programme in designated schools and care centres; advocating for access to quality public funded education for LSPID and carrying out administrative functions related to the support provided. The Incumbent may also be required to provide support to other learners in the community as and when needed.

Post Ref No K11/094 - Gert Sibande District Office, Ermelo

Enquiries: Mr MP Nkosi, Tel (017) 801 6159, Ms G Motau, Tel (017) 801 6185

Post Ref No K11/095 - Nkangala District Office, KwaMhlanga

Enquiries: Ms M Masilela, Tel (013) 947 1788

Post Ref No K11/096 - Ehlanzeni District Office, Kanyamazane

Enquiries: Ms JT Dlamini, Tel (013) 766 0508

Post Ref No K11/097 - Bohlabela District Office, Bushbuckridge

Enquiries: Mr TZ Magoane, Tel (013) 766 7410

SENIOR EDUCATION SPECIALIST: FET

Salary: R 367 773 p.a.

Requirements: An appropriate recognised three- or four- year qualification, which includes professional teacher education in the learning/subject area/phase, plus five years relevant experience. Good organisational, planning and management skills, and credible curriculum management experience in the FET environment. Conversant with the National Curriculum Policy related to the specific subject. Computer literacy. Valid driver's license. Registration with SACE

Duties: Implement policy regarding FET specific subject curriculum and co-ordinate the implementation thereof. Train and support teachers in the implementation of these programmes in the district. Develop training material, support material and programmes in the specific subjects. Develop subject specific performance improvement plans and assessment tasks. Serve as nodal point between Head Office and the districts regarding broad curriculum. Consult and network with stakeholders on curriculum matters.

Post Ref No K11/098 - PDC, Secunda (SES - Business/Commerce and Management: Accounting)

Post Ref No K11/099 - PDC, Secunda (SES - Business/Commerce and Management: Economics)

Post Ref No K11/100 - PDC, Ermelo (SES - Physical Science)

Post Ref No K11/101 - PDC, Mpuluzi (SES - Life Science)

Post Ref No K11/102 - PDC, Mpuluzi (SES - English)

Post Ref No K11/103 - PDC, Secunda (SES - English)

Post Ref No K11/104 - PDC, Ermelo (SES - District Language: IsiZulu)

Post Ref No K11/105 - PDC, Secunda (SES - Human and Social Studies: Geography)

Enquiries: Mr MP Nkosi, Tel (017) 801 6159, Ms G Motau, Tel (017) 801 6185

Post Ref No K11/106 - PDC, Moretele (SES - Mathematics)

Post Ref No K11/107 - PDC, KwaMhlanga (SES - Information and Computer Applications Technology)

Post Ref No K11/108 - PDC, Witbank (SES - Information and Computer Applications Technology)

Post Ref No K11/109 - PDC, Moretele (SES - District Language: Setswana)

Post Ref No K11/110 - PDC, Witbank (SES - Electrical/Electronic: Electrical Technology)

Post Ref No K11/111 - PDC, Witbank (SES - Services: Consumer studies)

Enquiries: Ms M Masilela, Tel (013) 947 1788

Post Ref No K11/112 - Ehlanzeni District Office, Kanyamazane (SES - Business/Commerce and Management: Accounting)

Post Ref No K11/113 - Ehlanzeni District Office, Kanyamazane (SES - Business/Commerce and Management: Economics)

Post Ref No K11/114 - Ehlanzeni District Office, Kanyamazane (SES - Physical Science)

Post Ref No K11/115 - Ehlanzeni District Office, Kanyamazane (SES - Life Science)

Post Ref No K11/116 - Ehlanzeni District Office, Kanyamazane (SES - English)

Post Ref No K11/117 - Ehlanzeni District Office, Kanyamazane (SES - District Language: SiSwati)

Post Ref No K11/118 - Ehlanzeni District Office, Kanyamazane (SES - Human and Social Studies: Geography)

Post Ref No K11/119 - Ehlanzeni District Office, Kanyamazane (SES - Agriculture and nature Conservation: Agricultural Sciences)

Post Ref No K11/120 - Ehlanzeni District Office, Kanyamazane (SES - Services: Consumer Studies)

Enquiries: Ms JT Dlamini, Tel (013) 766 0508

Post Ref No K11/121 - Bohlabela District Office, Bushbuckridge (SES - Business/Commerce and Management: Business Studies)

Post Ref No K11/122 - Bohlabela District Office, Bushbuckridge (SES - Business/Commerce and Management: Economics)

Post Ref No K11/123 - Bohlabela District Office, Bushbuckridge (SES - English)

Post Ref No K11/124 - Bohlabela District Office, Bushbuckridge (SES - Agriculture and Nature Conservation)

Post Ref No K11/125 - Bohlabela District Office, Bushbuckridge (SES - Services: Consumer Studies and Tourism)

Post Ref No K11/126 - Bohlabela District Office, Bushbuckridge (SES - Electives - Mathematical Literacy/ mathematics)

Enquiries: Mr TZ Magoane, Tel (013) 766 7410

SENIOR EDUCATION SPECIALIST: GET

Salary: R 367 773 p.a.

Requirements: An appropriate recognised three- or four- year qualification, which includes professional teacher education in the learning/subject area/phase, plus five years relevant experience. Good organisational, planning and management skills, and credible curriculum management experience in the GET environment. Conversant with the National Curriculum Policy related to the specific subject. Computer literacy. Valid driver's license. Registration with SACE

Duties: Implement policy regarding GET specific subject curriculum and co-ordinate the implementation thereof. Train and support teachers in the implementation of these programmes in the district. Develop training material, support material and programmes in the specific subjects. Develop subject specific performance improvement plans and assessment tasks. Serve as nodal point between Head Office and the districts regarding broad curriculum. Consult and network with stakeholders on curriculum matters.

Post Ref No K11/127 - PDC, Moretele (SES - Economic and Management Sciences: Accounting/Economics/Business Studies, Senior Phase)

Post Ref No K11/128 - PDC, Moretele (SES - Mathematics, Senior Phase)

Enquiries: Ms M Masilela, Tel (013) 947 1788

Post Ref No K11/129 - Ehlanzeni District Office, Kanyamazane (SES - Language: English, Senior Phase)

Enquiries: Ms JT Dlamini, Tel (013) 766 0508

Post Ref No K11/130 - Bohlabela District Office, Bushbuckridge (SES - Human and Social Sciences, Senior Phase)

Enquiries: Mr TZ Magoane, Tel (013) 766 7410

Post Ref No K11/131 - Bohlabela District Office, Bushbuckridge (SES - Language: Xitsonga, Senior Phase)

Enquiries: Mr TZ Magoane, Tel (013) 766 7410

Post Ref No K11/132 - PDC, Witbank (SES - Natural Sciences: Life Science/Physical Science, Intermediate Phase)

Enquiries: Ms M Masilela, Tel (013) 947 1788

Post Ref No K11/133 - PDC, KwaMhlanga (SES - Mathematics, Intermediate Phase)

Post Ref No K11/134 - Ehlanzeni District Office, Kanyamazane (SES - Language: English, Intermediate Phase)

Enquiries: Ms JT Dlamini, Tel (013) 766 0508

Post Ref No K11/135 - Ehlanzeni District Office, Kanyamazane (SES - Language: Siswati, Intermediate Phase)

Post Ref No K11/136 - Ehlanzeni District Office, Kanyamazane (SES - Human and Social Sciences: Geography/History, Intermediate Phase)

Enquiries: Ms JT Dlamini, Tel (013) 766 0508

Post Ref No K11/137 - Bohlabela District Office, Bushbuckridge (SES - Natural Sciences and Technology, Intermediate Phase)

Post Ref No K11/138 - Bohlabela District Office, Bushbuckridge (SES - Language: Xitsonga, Intermediate Phase)

Post Ref No K11/139 - Bohlabela District Office, Bushbuckridge (SES - ECD and Foundation Phase: Life Skills)

Post Ref No K11/140 - Bohlabela District Office, Bushbuckridge (SES - ECD Curriculum, Learning Programme Grade R)

Enquiries: Mr TZ Magoane, Tel (013) 766 7410

SENIOR EDUCATION SPECIALIST: GOVERNANCE DEVELOPMENT

Salary: R 367 773 p.a.

Requirements: An appropriate recognised three- or four- year qualification, which includes professional teacher education in the learning/subject area/phase, plus five years relevant experience. Sound knowledge of the education sector related legislation and policies. Knowledge and understanding of education governance. Excellent writing skills. Good organisational, planning and management skills. Computer literacy. Valid driver's license. Registration with SACE

Duties: Co-ordinate and implement a district governance capacity development programme, including: co-ordination of the provision of materials for capacity building of school governing bodies; support of provincial programmes for capacity building of school governing bodies; audit of governing bodies' managerial capacity in terms of the norms and standards for school funding.

Post Ref No K11/141 - Nkangala District Office, KwaMhlanga

Enquiries: Ms M Masilela, Tel (013) 947 1788

Post Ref No K11/142 - Bohlabela District Office, Bushbuckridge

Enquiries: Mr TZ Magoane, Tel (013) 766 7410

SENIOR EDUCATION SPECIALIST: LEARNING MATTERS

Salary: R 367 773 p.a.

Requirements: An appropriate recognised three- or four- year qualification, which includes professional teacher education in the learning/subject area/phase, plus five years relevant experience. Training in Educational Psychology. Knowledge of psychometric tests. Valid driver's license. Registration with SACE. Recommendations: A relevant postgraduate qualification. Registration with the Health Professions Council of South Africa's Professional Board for Psychologists. Experience in the education of learners with learning problems

Duties: Facilitate the development and implementation of individual programmes for learners experiencing learning problems as well as for gifted learners. Implement curriculum programmes. Implement policy on remedial education. Facilitate community based remedial centers and inclusive education.

Post Ref No K11/143 - Bohlabela District Office, Bushbuckridge

Enquiries: Mr TZ Magoane, Tel (013) 766 7410

SENIOR EDUCATION SPECIALIST: SPECIAL SCHOOL - LSPID GRANT

Salary: R 367 773 p.a.

Requirements: Applicants must be in possession of a recognised three- or four year qualification (REQV13/14) which includes a professional teacher qualification. Registered with the South African Council of Educators (SACE) as professional educator and 5 years' experience in the educational field. An in-depth knowledge and understanding of education legislation and policies and an ability to promote inclusive education which includes promoting access to quality public funded education for learners with disabilities. Experience in working as part of a team and collaborating with stakeholders. Able to take initiative, work under pressure and be a problem-solver if and when necessary. Experience in co-ordinating education and other support for learners with disabilities will be an added advantage. The incumbent will function as part of the District-based Support Team with the specific responsibility of providing transversal outreach services to care centres and special schools that include learners with severe to profound intellectual disabilities (LSPID). The job involves travelling and therefore a valid driver's licence is a requirement. The applicant must have advanced computer skills. Shortlisted candidates will be required to undergo a test and will be subjected to a security clearance.

Duties: As a member of the transversal team, the incumbent will collaborate with team members in the provision of education support to designated schools and care centres on an itinerant basis. Support to be provided will include: Assessment of LSPID enrolled in the schools / care centres; provision of relevant support to learners and families; monitoring and reporting on these learners' progress; training caregivers on the learning programme for LSPID; monitoring and reporting caregivers' implementation of the learning programme for LSPID; training and supporting teachers on learning programme for LSPID; monitoring and reporting on the implementation of the learning programme in designated schools and care centres; advocating for access to quality public funded education for LSPID and carrying out administrative functions related to the support provided. The incumbent may also be required to provide support to other learners in the community as and when needed.

Post Ref No K11/144 - Gert Sibande District Office, Ermelo

Enquiries: Mr MP Nkosi, Tel (017) 801 6159, Ms G Motau, Tel (017) 801 6185

Post Ref No K11/145 - Nkangala District Office, KwaMhlanga

Enquiries: Ms M Masilela, Tel (013) 947 1788

Post Ref No K11/146 - Ehlanzeni District Office, Kanyamazane

Enquiries: Ms JT Dlamini, Tel (013) 766 0508

Post Ref No K11/147 - Bohlabela District Office, Bushbuckridge

Enquiries: Mr TZ Magoane, Tel (013) 766 7410

**SENIOR EDUCATION SPECIALIST: TEACHER EDUCATION &
DEVELOPMENT**

Salary: R 367 773 p.a.

Requirements: An appropriate recognised three- or four- year qualification, which includes professional teacher education in the learning/subject area/phase, plus five years relevant experience. Sound knowledge of the education sector related legislation and policies, including the IQMS. Knowledge and understanding of educational management and HR development strategies. Excellent writing skills. Good organisational, planning and management skills. Computer literacy. Valid driver's license. Registration with SACE

Duties: Audit all professional development needs within the district. Compile an annual integrated report on training needs. Co-ordinate the integration of the training menu. Co-ordinate the evaluation and monitoring of the impact of training. Co-ordinate and monitor the implementation of the teacher development aspects of the IQMS.

Post Ref No K11/148 - Ehlanzeni District Office, Kanyamazane

Enquiries: Ms JT Dlamini, Tel (013) 766 0508

CLINICAL NURSE PRACT GR 1: SEN SCHOOL / BOARDING SCHOOL

Salary: R 340 431 p.a.

Requirements: A Diploma/Degree in nursing or equivalent qualification as well as a post basic qualification with a duration of at least 1 year in curative skills in Primary Health Care accredited with the SANC. Proof of registration with the SANC as Professional Nurse. Knowledge of relevant legal requirements for nursing. Sufficient credible experience. Knowledge of Education White Paper 6 on Inclusive Education. A PHC qualification will serve as an added advantage. Computer literacy. A valid driver's license.

Duties: Identify and monitor health care needs of learners. Accompany and arrange medical treatment for learners. Render day to day nursing care services. Promote quality of nursing care as directed by the professional scope of practice and standards as determined by health facilities. Display a concern for learners, promote and advocate proper support. Facilitate a wide range of medical care for short-, medium- and long term medical needs of learners.

Post Ref No K11/149 - Hoërskool Vaalrivier (MID), Standerton

Enquiries: Mr MP Nkosi, Tel (017) 801 6159, Ms G Motau, Tel (017) 801 6185

Post Ref No K11/150 - Ezakheni Combined Boarding School, DRIEFONTEIN

Enquiries: Mr MP Nkosi, Tel (017) 801 6159, Ms G Motau, Tel (017) 801 6185

Post Ref No K11/151 - Masinakane Special School, Mbibane

Enquiries: Ms M Masilela, Tel (013) 947 1788

Post Ref No K11/152 - Shongwe Boarding School, Shongwe Mission

Enquiries: Ms JT Dlamini, Tel (013) 766 0508

Post Ref No K11/153 - Tsakane Special School (SID), Acornhoek

Enquiries: Mr T Magoane, Tel (013) 766 7410

**EDUCATION THERAPIST GRADE 1: OCCUPATIONAL THERAPIST: SPECIAL
SCHOOL**

Salary: R 281 148 p.a.

Requirements: An appropriate recognized qualification that allows for the required registration with the Health Professions Council of South Africa (HPCSA). Registration with the HPCSA as a Therapist in the specific field (Occupational Therapy or Speech Therapy) as well as registration with SACE. Valid driver's license. Relevant experience in terms of the OSD to determine the grade of the successful candidate is required if registered with the HPCSA in the RSA as a Therapist who performed Community Service. Willingness to stay on the school premises if so required. Appointment will be subject to the completion of a vetting/screening process. Applications without proof of registration with SACE would be provisionally accepted, on condition that definite proof of registration be provided prior to appointment.

Duties: Function as integral member of the professional multi-disciplinary team dealing with learners with special needs. Provide specific therapy (occupational- or speech therapy) to learners who have perceptual-motor problems, physical and neurological impairment, sensory integration and developmental backlogs. Implement prevention and intervention support programmes with regard to learners with special needs.

Post Ref No K11/154 - Osizweni Special School (SID), Leslie

Post Ref No K11/155 - Basizeni Special School (SID), Embalenhle, Secunda

Enquiries: Mr MP Nkosi, Tel (017) 801 6159, Ms G Motau, Tel (017) 801 6185

Post Ref No K11/156 - Mantjedi Special School (SID), Pankop Hammanskraal

Post Ref No K11/157 - Masinakane Special School (SID), Mbibane

Enquiries: Ms M Masilela, Tel (013) 947 1788

Post Ref No K11/158 - Thanduxolo Special School (SID), Emalahleni

Post Ref No K11/159 - Wolvenkop Special School (SID), Bronkhorstspuit

Post Ref No K11/160 - Pelonolo Special School (SID), Skilpadfontein

Enquiries: Ms M Masilela, Tel (013) 947 1788

Post Ref No K11/161 - Silindokuhle Special School (SID), Mangweni, Kwalugedlane

Enquiries: Ms JT Dlamini, Tel (013) 766 0508

Post Ref No K11/162 - Tsakane Special School (SID), Acornhoek

Post Ref No K11/163 - Estralita Special School (SID), Mashishing

Enquiries: Mr TZ Magoane, Tel (013) 766 7410

EDUCATION THERAPIST GRADE 1: PHYSIOTHERAPIST: SPECIAL SCHOOL

Salary: R 281 148 p.a.

Requirements: An appropriate recognized qualification that allows for the required registration with the Health Professions Council of South Africa (HPCSA). Registration with the HPCSA as a Therapist in the specific field (Occupational Therapy or Speech Therapy) as well as registration with SACE. Valid driver's license. Relevant experience in terms of the OSD to determine the grade of the successful candidate is required if registered with the HPCSA in the RSA as a Therapist who performed Community Service. Willingness to stay on the school premises if so required. Appointment will be subject to the completion of a vetting/screening process. Applications without proof of registration with SACE would be provisionally accepted, on condition that definite proof of registration be provided prior to appointment.

Duties: Function as integral member of the professional multi-disciplinary team dealing with learners with special needs. Provide specific therapy (occupational- or speech therapy) to learners who have perceptual-motor problems, physical and neurological impairment, sensory integration and developmental backlogs. Implement prevention and intervention support programmes with regard to learners with special needs.

Post Ref No K11/164 - Tsakane Special School (SID), Acornhoek

Enquiries: Mr T Magoane, Tel (013) 766 7410

EDUCATION THERAPIST GRADE 1: SPEECH THERAPIST: SPECIAL SCHOOL

Salary: R 281 148 p.a.

Requirements: An appropriate recognized qualification that allows for the required registration with the Health Professions Council of South Africa (HPCSA). Registration with the HPCSA as a Therapist in the specific field (Occupational Therapy or Speech Therapy) as well as registration with SACE. Valid driver's license. Relevant experience in terms of the OSD to determine the grade of the successful candidate is required if registered with the HPCSA in the RSA as a Therapist who performed Community Service. Willingness to stay on the school premises if so required. Appointment will be subject to the completion of a vetting/screening process. Applications without proof of registration with SACE would be provisionally accepted, on condition that definite proof of registration be provided prior to appointment.

Duties: Function as integral member of the professional multi-disciplinary team dealing with learners with special needs. Provide specific therapy (occupational- or speech therapy) to learners who have perceptual-motor

problems, physical and neurological impairment, sensory integration and developmental backlogs. Implement prevention and intervention support programmes with regard to learners with special needs.

Post Ref No K11/165 - Silindokuhle Special School (SID), Mangweni, Kwalugedlane

Enquiries: Ms JT Dlamini, Tel (013) 766 0508

Post Ref No K11/166 - Tsakane Special School (SID), Acornhoek

Enquiries: Mr T Magoane, Tel (013) 766 7410

HOSTEL SUPERINTENDENT: BOARDING SCHOOL

Salary: R 334 545 p.a.

Requirements: Grade 12 certificate or an appropriate 3-year degree/qualification and extensive relevant experience in the field of hostel management. Computer literacy. Competencies: Advanced management skills as well as proven ability to manage hostel staff. Sound financial administration skills including the management of a budget. Self motivated with a strong sense of responsibility. Innovative thinking and problem solving skills. Good planning and organising skills as well as good initiative. Thoroughness, honesty, integrity and the willingness to work hard. Appropriate verbal and written communication skills and sound interpersonal relations. Ability to perform accurately and methodically under pressure. Advanced supervisory skills and sound leadership qualities. Valid driver's license.

Duties: Manage the administration and the allocation of accommodation to learners and hostel staff in the hostel. Manage the provision of laundry- and cleaning services. Manage the provision of proper meals and other food provision services to learners. Manage, co-ordinate and monitor the maintenance of the hostel kitchen. Manage stock control of all hostel stock. Manage the proper maintenance of all hostel infrastructure/facilities. Manage and administer the hostel budget. Supervise all hostel staff. Do planning regarding future needs of the hostel. Manage and monitor the usage and maintenance of the physical training centre.

Post Ref No K11/167 - Ezakheni Combined Boarding School, DRIEFONTEIN

Enquiries: Mr MP Nkosi, Tel (017) 801 6159, Ms G Motau, Tel (017) 801 6185

ADMIN OFFICER: BOARDING SCHOOL

Salary: R 226 611 p.a.

Requirements: An appropriate 3-year degree/qualification or Gr.12, plus sufficient credible experience with specific reference to bookkeeping and financial administration. Competencies: Sound knowledge of general administration and financial administration procedures, methods and principles. Good interpersonal and organisational skills. Appropriate verbal and written communication skills. Ability to interpret directives. Sound management skills. Proven computer literacy and user experience (Microsoft Office package). A valid drivers license will be an advantage.

Duties: Ensure the provision of advanced and efficient institutional administration services, including the administration and control of diverse financial matters, the preparation of related reports. Carry out tasks related to the preparation for meetings, maintain a filing system and draft and type correspondence. Maintain a database of all key service delivery areas. Take minutes prepare and circulate all communication. Execute HR performance management.

Post Ref No K11/168 - Izimbali Combined Boarding School, Amsterdam

Enquiries: Mr MP Nkosi, Tel (017) 801 6159, Ms G Motau, Tel (017) 801 6185

Post Ref No K11/169 - Emakhazeni Combined Boarding School, MACHADODORP

Enquiries: Ms M Masilela, Tel (013) 947 1788

PRINCIPAL HOUSEKEEPING SUPERVISOR: BOARDING SCHOOL

Salary: R 183 558 p.a.

Requirements: Grade 12 certificate. Valid driver's license. Sufficient credible experience in the field of housekeeping supervision. Computer literacy. Competencies: Advanced cooking and housekeeping skills as well as proven ability to manage hostel activities and -staff. Basic First Aid knowledge. Sound financial administration skills including managing the budget of a component. Self-motivated with a strong sense of responsibility. Innovative thinking and problem solving skills. Good planning and organising skills. Good initiative. Thoroughness, honesty, integrity and the willingness to work hard, coupled with work pride. Appropriate verbal and written communication skills and sound interpersonal relations. Ability to perform accurately and methodically under pressure. Advanced supervisory skills and sound leadership qualities.

Duties: Manage, co-ordinate and oversee all activities including maintenance activities of the hostel. Manage and supervise the preparation of meals to learners. Ensure that the hygiene of the hostel, kitchen facilities etc. are of an outstanding standard. Ensure that the hostel kitchen functions properly and is adequately stocked at all times. Manage the keeping of accurate records and stock control. Plan and delegate duties and supervise the performance of Housekeeping supervisors. Manage the arrangement of hostel functions.

Promote proper discipline and morale in the hostel.

Post Ref No K11/170 - Emakhazeni Combined Boarding School, MACHADODORP

Enquiries: Ms M Masilela, Tel (013) 947 1788

DEAF COUNSELOR

Salary: R 127 851 p.a.

Requirements: Grade 12 Certificate, as well as training in Sign Language or deaf education and - culture or relevant training or qualification. Knowledge and experience of rehabilitation programs. Computer literacy.

Duties: Render a safe, comfortable and nurturing environment for deaf learners. Offer individual and group counseling on a variety of issues that may include abuse, unhappiness, stress, anger, personal development, friendship skills, assertiveness and school success. Provide personal and educational counseling and assistance for deaf learners. Serve as a relay interpreter during counseling services for deaf learners and educators. Consult with parents and families for deaf learners to give appropriate information and support. Serve as a learning support educator. Develop an in-service training programme for educators on Sign Language. Provide the above services to at least 20 neighbouring SEN Institutions regularly.

Post Ref No K11/171 – Special School (Social Support – Nkangala)

Enquiries: Ms M Masilela, Tel (013) 947 1788

Post Ref No K11/172 - Special School (Social Support – Ehlanzeni)

Enquiries: JT Dlamini, Tel (013) 766 0508

APPLICATIONS:

Applications should be submitted on Form Z.83, obtainable from any Public Service Department as well as on the Mpumalanga Department of Education website at www.mpumalanga.gov.za/education/ , **select the Vacancies icon.** Applications **must** in all cases be accompanied by a recent updated comprehensive CV, **originally** certified copies (**not older than three months**) of all qualifications and RSA ID-document, as well as valid driver's license where required. **Please note that a passport or driver's license will not be accepted in lieu of an Identity Document. Failure to attach the requested documents will result in your application not being considered.** A complete set of application documents should be submitted separately for every post that you wish to apply for. Please ensure that you clearly state the full post description and the **relevant** Post Reference Number on your application. No fax applications will be considered.

NB! APPLICANTS MUST ENSURE THAT THEY FULLY COMPLETE PART A, B AND C AS WELL AS THE DECLARATION AND SIGN FORM Z 83, EVEN IF THEY ARE ATTACHING A CV. INCOMPLETE AND/OR UNSIGNED APPLICATIONS WILL NOT BE CONSIDERED.

NB!! IF YOU ARE CURRENTLY IN SERVICE, PLEASE INDICATE YOUR PERSAL NUMBER AT THE TOP OF FORM Z83.

Applications should be mailed to:

The Head of Department, Mpumalanga Department of Education,
Private Bag x 11341, Nelspruit, 1200,
For attention: Mr. G Mathebula, HR Provisioning.

Applications may also be placed (recorded in the register) in the application container located at the Security Desk, Upper Ground, Building 5 of the Riverside Government Complex, but will be removed on Thursday 14 September 2017 at 16h00.

NOTE:

*The Mpumalanga Department of Education is committed to provide equal opportunities and practices affirmative action employment. It is the intention of the Department to promote representivity (disability, gender and race) through the filling of posts and a candidate whose transfer / promotion / appointment will promote representivity will receive preference.

*The filling of posts will be done in terms of the Department's need to meet Employment Equity targets.

***To enable the Department to promote employment equity of persons with disabilities, applicants with disabilities who wish to apply for these posts are required to attach documentary proof substantiating his/her disability, failing which applicants will be categorized as not having a disability.**

***The principle of Recognition of Prior Learning may be considered in respect of servicing Public Servants.**

*Due to ongoing internal processes, the Department reserves the right to withdraw any post at any time.

*The Department reserves the right to verify the qualifications of every recommended candidate prior to the issuing of an offer of appointment.

*Candidates recommended for appointment will be subject to a vetting process prior to appointment.

*If no response is received from Mpumalanga Department of Education within 90 days after the closing date of the advert, applicants must assume that their application was not successful.

CLOSING DATE:

The closing date for the receipt of all applications is **16:00 on Thursday 14 September 2017**. No applications received by the Directorate: HR Provisioning (H/O) after the closing date and time will be considered. It should be noted that the Department will not take responsibility for applications received after the closing date and time even if said applications were sent through Post Office speed services or a courier service.