



# higher education & training

Department:  
Higher Education and Training  
REPUBLIC OF SOUTH AFRICA



Let the future be known

## VACANCY ADVERTISEMENT: HRM & D CIRCULAR 19 OF 2025

uMfolozi Technical and Vocational Education and Training (TVET) College is inviting applications from suitably qualified candidates to fill the following positions:

**APPLICATIONS** : All applications should be emailed to the specified email addresses. The name of the post and reference number must be indicated in the email subject line. Applications should be sent as one PDF file, without any qualifications. No Faxed applications will be accepted. Applications that do not comply with the above specifications will be disqualified.

**CLOSING DATE** : **10 November 2025 at 16:00**

**NOTE** : A fully completed new Z83 form (in line with **DPSA circular 19 of 2022**), obtainable from any Public Service Department or on the internet at [www.dpsa.gov.za](http://www.dpsa.gov.za), and a detailed Curriculum Vitae. Copies of qualifications and other relevant documents must not be included in the application. Only shortlisted candidates will be required to submit certified copies of qualifications on the day of the interview. Communication will be limited to shortlisted candidates. A separate application must be submitted for each post that you are applying for. Late application (received after closing date and time) and incomplete applications will not be considered. The employment decision shall be informed by the Employment Equity Plan of the Department. It is the Department's intention to promote equity (race, gender and disability). The Employer reserves the right not to make an appointment. Where applicable, candidates will be subjected to a skills test. Correspondence will be limited to short-listed candidates. All short-listed candidates will be subjected to a qualifications and citizen verification; criminal record and financial/asset record checks. Applicants who have not been invited for an interview within 60 days of the closing date should consider their application unsuccessful.

**POST** : **TECHNICAL TRAINING CENTRE SUPERVISOR**

**SALARY** : R602 589.00 per annum all-inclusive package (College Appointment)

**CENTRE** : Sundumbili Campus-(Ref. No: UMF71/10/2025)  
**Email:** [Applications.sundumbili@umfolozi.edu.za](mailto:Applications.sundumbili@umfolozi.edu.za)

**REQUIREMENTS** : N3 qualification inclusive of two languages or NCV level 4 or matric /grade12. A trade tested artisan qualification or engineering diploma/ degree or equivalent diploma. Minimum of 3 years relevant industry experience. Minimum of 2 years proven management /supervisory experience. Certified assessor/moderator with appropriate ETQA. (Assessor/moderator qualification may be obtained after employment). A valid driver's license. Computer literacy. **Advantageous** a recognised teaching qualification. Relevant teaching/training related experience. **Technical Skills and Knowledge-** sound knowledge of Electrical and Mechanical Engineering Qualifications. Extensive knowledge of training of artisans in terms of section 26b of the Skills Development Act. Extensive knowledge of academic and practical assessment and moderation procedures. Knowledge of College TVETMIS system. Proven report writing and presentation skills, Extensive knowledge of QCTO Workplace Approval Policy, Artisan training and Trade Testing Regulations criteria and guidelines, SAQA and DUAL apprenticeship principals.

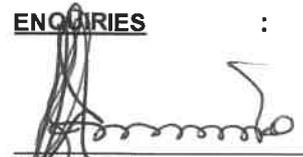
**DUTIES** : Occupational Programme Management. Occupational Programme delivery and Administration. Stakeholder Management. Work environment simulation. Unit **management**. Training, Learning and Assessment, Student Guidance and Support.

**POST** : **SENIOR LECTURER POST LEVEL 2:**

**SALARY** : R435 240.00 per annum (PL2) plus benefits (PERSAL PAID)

**FACULTY** : **BUSINESS STUDIES X1**

- CENTRE** : Mandeni Campus-(Ref. No: UMF72/10/2025) (Office Administration Programmes)  
**Email:** [Applications.mandeni@umfolozi.edu.za](mailto:Applications.mandeni@umfolozi.edu.za)
- REQUIREMENTS** : An appropriate recognised and relevant Bachelor Degree or National Diploma (REQV 13). A recognised professional qualification in education. Three years teaching experience in the relevant field at a TVET College. Registration with SACE. A valid driver's licence. Computer literacy. Been found competent as Assessor or Moderator. Very good work related applications. Good record keeping and administrative skills.
- DUTIES** : To be responsible for offline and online teaching and learning delivery. To assess and evaluate students according to the set standards. Manage and administer programme delivery. To manage and administer teaching and learning activities. Provide student guidance and support on subject related matters and manage behavioural patterns. To be responsible for performance management of the Unit. Co-ordinate subject development programmes that enhance teaching and learning.
- POST** : **POST LEVEL 1 LECTURER:**
- SALARY** : R270 498. 00- R351 972. 00 per annum (PL1) plus benefits (PERSAL PAID)
- FACULTY** : **FUNDAMENTALS**
- CENTRE** : Nkandla Campus (Ref No: UMF73/10/2025) (English first additional Language NC(V)  
**Email:** [Applications.nkandla@umfolozi.edu.za](mailto:Applications.nkandla@umfolozi.edu.za)
- REQUIREMENTS** : A relevant recognised three-year diploma/degree (REQV13) inclusive of an appropriate recognised professional teaching qualification. In case of posts related technical subjects/skills training a recognised appropriate National N Diploma or recognised qualification (REQV 13) in the relevant field is required or a N3 qualification inclusive of two languages and trade test in the relevant field is required. Relevant. 1-2 years teaching/training/industry or related experience in the relevant field at a TVET College. Registration with SACE. Computer literacy. Very good work relations. Good record keeping and administrative skills. **Advantageous:** been found competent as Assessor or Moderator. A valid driver's licence.
- DUTIES** : To be responsible for offline and online teaching and learning delivery. To assess and evaluate students according to the performance standards. To participate in subject development and marketing of NCV, Report 191and Occupational programmes. Manage and administer programme delivery. Monitor student attendance register. To manage and administer teaching and learning activities. Provide student guidance and support on subject related matters and manage behavioural patterns.
- ENQUIRIES** : Ms NA Sibiyi Tel No: 035-902 9501

  
T. Nxumalo  
uMfolozi TVET College  
Acting Principal

Date: 24/10/25