



FREE STATE PROVINCE

FREE STATE PROVINCIAL GOVERNMENT

DEPARTMENT OF EDUCATION

PROVINCIAL ADMINISTRATION: FREE STATE DEPARTMENT OF EDUCATION

Free State Provincial Government is an equal opportunity affirmative action employer. It is our intention to promote representivity (race, gender and disability) in the Province through the filling of these posts and candidates whose appointment/promotion/transfer will promote representivity will receive preference.

All applications must be submitted on a Z.83 form, obtainable from any Public Service Department, as well as from FSDoE, or the official website: (www.fsdoe.fs.gov.za). Applications must be accompanied by original certified, copies of formal and informal qualifications, valid driving license (where specified), identity document and detailed C.V. Separate applications must be submitted for every vacancy. It is our intention to promote representivity (race, gender and disability) in the Department through the filling of these posts. Candidates whose transfer/promotion/appointment will promote representivity, according to the Departmental Employment Equity plan and targets, will receive preference. Applicants must clearly quote the relevant reference number on application forms and on the envelope and forward the applications to the address as indicated in the advertisement.

N.B.: Please note that: Incomplete and late applications will not be considered. Failure to comply with the procedure outlined above, will lead to an application being rejected. Applicants are informed that applications, copies of qualifications and CVs will not be returned; Applicants who terminated their services with voluntary severance packages may not apply; Faxed and e-mailed applications will not be accepted; salary progression on the salary scales is subject to performance assessment; The FSDoE reserves the right not to fill advertised positions. Applicants educational qualifications will be verified, references will be checked and security clearance/criminal check will be conducted. It is expected of candidates to be available for selection interviews on a date, time and place determined by the Free State Department of Education. It is the applicants' responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA).

Applicants are respectfully informed that, if no notification of appointment is received within 4 months of the closing date, they must accept that their application had been unsuccessful.

Please note: it will be expected of short listed applicants to undertake a competency test and / or make a presentation as requested by the interviewing panel.

Successful candidates will be vetted. This advertisement will also appear on the website of the Department at www.education.fs.gov.za.

CLOSING DATE: 29 January 2016 @ 16:00

APPLICATIONS FOR ALL POSTS:

Director: HRA, Private Bag X 20565, Bloemfontein (Kattleho Building, Room 005, 106 Selborne Ave)

DIRECTOR: MOTHEO DISTRICT:
REFERENCE: PS9/2015/02

SALARY: (LEVEL 13) R819 123.00pa. (An all-inclusive Senior Manager's remuneration package to be structured according to the individual's personal needs.)

CENTRE: Head Office: Bloemfontein

REQUIREMENTS: An appropriate 3-year qualification or equivalent qualification as well as a post degree qualification with extensive experience in District Management. Valid driving license

DUTIES: Manage, coordinate and monitor Curriculum Management and Implementation, Manage the provision of effective Institutional Development, Management, Governance and support, Manage the effective implementation of Educational Development and Support programmes, Manage the provision and coordinate the implementation of Human Resource Services, Manage and coordinate the provisioning of Administrative, Financial & Logistical services.

ENQUIRIES: Mr MB Monnane ☎ (051) 404 8420

DIRECTOR: EXAMINATION & ASSESSMENT DIRECTORATE:
REFERENCE: PS9/2015/03

SALARY: (LEVEL 13) R819 123.00pa. (An all-inclusive Senior Manager's remuneration package to be structured according to the individual's personal needs.)

CENTRE: Head Office: Bloemfontein

REQUIREMENTS: An appropriate 3-year qualification or equivalent qualification as well as a post degree qualification with extensive experience in Examination and Assessment. Valid driving license

DUTIES: Overall efficient management and administration of the Directorate, including the effective utilisation and development of staff, handling of PDMS of officials and the proper use of financial and other resources. Manage GETC, FETC, ABET and SCE examinations, including the appointment of examiners and markers, the logistical arrangements regarding GETC and FETC examinations and processing of results. Training and monitoring of District based examination officials. Liaise with relevant internal and external stakeholders of the department.

ENQUIRIES: Dr MJ Maboya ☎ (051) 404 8426