

## DEPARTMENT OF BASIC EDUCATION

*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** : Department of Basic Education, and 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](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** : Ms J Masipa/ Ms N Monyela
- CLOSING DATE** : 31 October 2016
- 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 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.

## OTHER POST

- POST 40/02** : **CHIEF EDUCATION SPECIALIST (FOUNDATION PHASE (GRADES R-3)**  
**REF NO: DBE/24/2016**  
Branch: Curriculum Policy, Support and Monitoring  
Directorate: Curriculum Implementation and Quality Improvement (GET)

- SALARY** : All-Inclusive remuneration package of R757 431 per annum
- CENTRE** : Pretoria
- REQUIREMENTS** : Applicants must be in possession of an appropriate three-year Bachelor's degree (or equivalent qualification) supplemented by at least seven years teaching experience), including management experience in all the Foundation Phase subjects (Languages, Mathematics and Life Skills) offered in Grades R-3, supporting and supervising teachers in a province, districts or circuits. A specialised qualification in Mathematics teaching at the primary school level would be an added advantage. The successful candidate will be expected to have extensive knowledge and insight into education policies and legislation for General Education and Training (GET). Knowledge of issues, challenges and initiatives, pertaining to teaching, learning and assessment in the Foundation Phase (Grades R-3) are essential. Proven research skills, strategic planning, oral and written communication skills, experience in policy-making processes, computer literacy, knowledge of project management and management of budgets will be required. Proven management and leadership in education and the ability to work in a team is a necessary requirement. Knowledge of at least two official languages will be an added advantage.

- DUTIES** : The person appointed in this position will be responsible for: Strategic management of the curriculum in the Foundation Phase in terms of legislation and policy for the GET Band; Monitoring, evaluating and supporting the implementation Curriculum and Assessment Policy Statements (CAPS) including School Based Assessment (SBA) for all subjects offered in Grades R-3; with special emphasis on Mathematics. Liaising with provincial departments and rendering professional assistance in capacity building, related to learning, teaching and assessment in the Foundation Phase. Co-ordinating and leading curriculum and assessment structures for the Foundation Phase. Developing and evaluating quality Learning and Teaching Support Materials (LTSM); Writing of reports, speeches and policy support documents and any other duties as may be deemed necessary and appropriate from time to time.

- ENQUIRIES** : Ms J Masipa (012)357 3295/ Ms N Monyela (012)357 3294
- NOTE** : Selection process, the application must be prepared to undergo an intensive selection process involving interviews, tasks to be completed on focused activities within a specified time e.g. developing, writing and delivering presentations on supplied topics and a computer competency assessment.