

# Department of Education

## Chief Director: Curriculum Management (SL 14)

Salary: R1 494 900.00 per annum (All-inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee's Pension Fund and a flexible portion that may be structured i.r.o. the applicable rules).

• Ref no: K37653/01 • Centre: Mmabatho

**Requirements:** • An undergraduate qualification (NQF level 7) as recognized by SAQA in Education Management • Five (5) years' experience at Senior Management level in spheres of Education Management including, but not limited to:- • Gender education and training • Further education and training • Continuous assessment • Final assessment • Curriculum development • Barriers to learning [Learners with Special Education Needs] • A valid drivers' license.

**Core management competencies:** • Strategic capability and leadership skills • Client orientation and customer focus • Financial management • People management and empowerment • Communication • Expert knowledge of legislative and regulatory environment informing General Further Education and Training Certificates • Exceptional knowledge of systems relating to GET and FET assessment processes • Excellent report writing and presentation skills • Proven computer literacy, including advanced MS Word, MS Excel and MS PowerPoint.

**Duties:** • Ensure management and coordination of Curriculum Development for Early Childhood Development (ECD) General Education & Training (GET), Further Education and Training (FET) Schools including Learners with Special Education needs (ELSEN) • Ensure provision of professional educator development • Ensure management of curriculum support services, special and transversal programmes • Chief Directorate administration, management and control.

**Enquiries:** Mr L J Bogatsu, tel. (018) 388 3407/3433

## Chief Director: Examinations and Assessment (SL 14)

### Chief Directorate: Examinations and Assessment

Salary: R1 494 900.00 per annum (All-inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee's Pension Fund and a flexible portion that may be structured i.r.o. the applicable rules).

• Ref no: K37653/02 • Centre: Mmabatho

**Requirements:** • An undergraduate qualification (NQF level 7) as recognized by SAQA in Education Management • Five (5) years' experience at Senior Management including, but not limited to:- • Gender education and training • Further education and training • Continuous assessment • Final assessment • A valid drivers' license.

**Core management competencies:** • Strategic capability and leadership skills • Client orientation and customer focus • Financial management • People management and empowerment • Communication • Expert knowledge of legislative and regulatory environment informing General Further Education and Training Certificates • Expert working knowledge of systems relating to GET and FET results processing • Excellent report writing and presentation skills • Proven computer literacy, including advanced MS Word, MS Excel and MS PowerPoint.

**Duties:** • Manage and ensure the development and implementation of policy regulations and guidelines • Manage examination administration processes and maintenance of examination administration system • Manage provision of professional assessment of all school phases • Manage provision of examination and assessment support services • Chief Directorate management and control.

**Enquiries:** Mr L J Bogatsu, tel. (018) 388 3407/3433

## Director: Education District Office (District Director) (SL 13)

Salary: R1 266 714.00 per annum (All-inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee's Pension Fund and a flexible portion that may be structured i.r.o. the applicable rules).

• Ref no: K37653/03 • Centre: Dr Kenneth Kaunda District

**Requirements:** • An undergraduate qualification (NQF level 7) as recognised by SAQA in Education Management and/or Public Administration • Five (5) years' experience at middle/senior management level in any of the following general management spheres: - • Education management • Institutional support • Educational assessment • A valid drivers' license.

**Core management competencies:** • Strategic capability and leadership skills • Client orientation and customer focus • Financial management • People management and empowerment • Communication • Excellent report writing and presentation skills • Proven management skills related to the presentation, implementation and management of the strategic, operational and financial plans and projects • Strong project management skills • Ability to design and implement internal systems and controls to ensure sound institutional administration, management, governance and support • Intimate knowledge of • Public Sector and its regulatory and legislative framework • Education and school management regulatory and legislative framework • Education management principles, methodologies and procedures • Public Sector management reporting requirements • The WALKER financial management, LOGIS and PERSAL systems • Proven computer literacy, including advanced MS Word, MS Excel and MS PowerPoint.

**Duties:** • Oversee and control the District • Facilitate and coordinate the provision of Curriculum Support and Delivery • Facilitate and coordinate the provision of Institutional Management, Governance and Support Services • Provide District Learner Support Services • Manage and facilitate the provisioning of District HR Management Services • Provide District Financial Management Services • Provide and monitor District Corporate/Diverse Management Support Services • Ensure District liaison, collaboration and reporting.

**Enquiries:** Mr B E Monale, tel. (018) 388 5850/1

## Director: Institutional Development (SL 13)

Salary: R1 266 714.00 per annum (All-inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee's Pension Fund and a flexible portion that may be structured i.r.o. the applicable rules).

• Ref no: K37653/04 • Centre: Mmabatho

**Requirements:** • An undergraduate qualification (NQF level 7) as recognised by SAQA in Education Management • Five (5) years' experience at middle/senior managerial level in spheres of Education Management, including, but limited to: - • Public learning institution policy • A valid drivers' license.

**Core management competencies:** • Strategic capability and leadership skills • Client orientation and customer focus • Financial management • People management and empowerment • Communication • Proven report writing and presentation skills • Proven management skills related to the presentation, implementation and management of the strategic, operational and financial plans and projects • Proven project management skills • Expert knowledge of legislative and regulatory environment informing education • Working knowledge of systems relating to public learning institutions • Proven computer literacy, including advanced MS Word, MS Excel and MS PowerPoint.

**Duties:** • Ensure sound institutional management, development and governance practices • Ensure institutional policy formulation and implementation • Ensure the development of institutional norms and standards • Directorate administration, management and control.

**Enquiries:** Mr L J Bogatsu, tel. (018) 388 3407/3433

## Director: General and Further Education and Training (SL 13)

Salary: R1 266 714.00 per annum (All-inclusive remuneration package consists of a basic salary, the State's contribution to the Government Employee's Pension Fund and a flexible portion that may be structured i.r.o. the applicable rules).

• Ref no: K37653/05 • Centre: Mmabatho

**Requirements:** • An undergraduate qualification (NQF level 7) as recognized by SAQA in Education Management • Five (5) years' experience at middle/senior managerial level in spheres of Education Management, including, but limited to: - • General education and training • Further education and training • Continuous assessment • Final assessment • Curriculum development • Barriers to learning [Learners with Special Educational Needs] • A valid drivers' license.

**Core management competencies:** • Strategic capability and leadership skills • Client orientation and customer focus • Financial management • People management and empowerment • Communication • Proven report writing and presentation skills • Proven management skills related to the presentation, implementation and management of the strategic, operational and financial plans and projects • Proven project management skills • Expert knowledge of legislative and regulatory environment informing General and Further Education and Training • Expert knowledge of systems relating to GETC and FETC assessment processing • Proven computer literacy, including advanced MS Word, MS Excel and MS PowerPoint.

**Duties:** • Manage General Education Training (GET) school curriculum programmes • Manage Further Education Training (FET) curriculum programmes • Manage GET and FET Curriculum Development • Facilitate the provision of LTSM to learning institutions • Directorate administration, management and control.

**Enquiries:** Mr L J Bogatsu, tel. (018) 388 3407/3433

**General Instructions: In terms of the Departmental Equity Plan, females and persons with disabilities will receive preference. The Department is an equal opportunity, affirmative action employer. It is our intention to promote gender and disability in the Department through the filling of these posts. 5.**

Candidates whose transfer/promotion/appointment will promote the aforementioned will receive preference. A clear indication in this regard will facilitate the processing of applications. The Applicant must fully complete all fields on the New Amended Z83 Form (81/971431) as prescribed with effect from 01 January 2021, which must be signed, initialed on every page. The new Z83 Form obtainable from any Public Service Department or on the Department of Public Service and Administration (DPSA) website link: <http://www.dpsa.gov.za/newsroom/psvc/> and must be accompanied by a recently updated and Comprehensive/Detailed Curriculum Vitae with competencies and experience, including three (3) names of contactable referees.

Applicants are not required to submit copies of qualifications and other relevant documents on application. The communication from the HR Department regarding the requirements for certified documents will be limited to shortlisted candidates. Therefore only shortlisted candidates for the post will be required to submit certified documents on or before the day of the interview following communication from HR. Failure to submit the requested documents will result in your application not being considered. Shortlisted candidates for senior management posts will be subjected to a technical assessment and the selected interviewed candidates will be subjected to a two-day competency assessment.

**Please note:** It is a responsibility of a person in possession of a foreign qualification to furnish the Department with an evaluation certificate from South African Qualifications Authority (SAQA). Applications with incorrect information and/or those received after the closing date indicated below will, as a rule, not be accepted. Due to the large number of applications we envisage to receive, applications will not be acknowledged. You may, however, contact the relevant enquiry persons to confirm if your application has been received. If you do not receive any response from us within 90 days of the closing date, please accept that your application was unsuccessful. The Department reserves the right not to make any appointments to the advertised posts. The office reserves the right to introduce other objective requirement/s should a need arise. Applicants who do not possess SMS Pre-Entry Certificate shall be considered for shortlisting and interviews, but the successful candidate shall not be appointed before successfully obtaining the certificate (SMS Pre-Entry/Programme) offered by the National School of Government. Information can be accessed via this link: [https://www.thensg.gov.za/training\\_course/sms-pre-entry-programme](https://www.thensg.gov.za/training_course/sms-pre-entry-programme).

**Applications should be forwarded to: The Superintendent-General, Department of Education, Private Bag X2044, Mmabatho, 2735, for attention: Sub-Directorate: HRM – Recruitment Section, Alternatively, hand delivered at Block C (Offices C22 – C25) - Old Mmabatho High Hostels, Chief Albert Luthuli Drive. Contact Numbers for further assistance, Tel. (018) 388 2088/2165/3278/4016/4102**

**Closing date: 05<sup>th</sup> June 2026**

(Posted applications must have reached the Department by 16:30 pm on this date, otherwise they will not be considered).



education

Department:  
Education  
North West Provincial Government  
REPUBLIC OF SOUTH AFRICA