

DATA BASE FOR TEMPORARY INVIGILATORS

Vuselela TVET College is looking for appropriately qualified candidates to be on the data base of temporary invigilators. The College has between 4 and 7 examination sessions a year at its various delivery sites.

	Supplementary	Trimester 1	Trimester 2	Trimester 3	Semester 1	Semester 2	NC(V) Final
<i>Date</i>	<i>Feb</i>	<i>Mar-April</i>	<i>July-Aug</i>	<i>Nov-Dec</i>	<i>May-Jun</i>	<i>Nov-Dec</i>	<i>Oct -Nov</i>
Jouberton	√	√	√	√			√
Klerksdorp	√				√	√	√
Matlosana	√						√
Potchefstroom	√	√	√	√	√	√	√
Taung	√	√	√	√	√	√	√

Requirements:

A minimum of Grade 12/Matric plus NQF 5/6 qualification, candidates with previous experience of invigilation stands a better chance.

Recommendation:

An understanding of the conduct of National Examination in the TVET sector would be a strong recommendation

Duties:

The Invigilator would be required to attend induction training before an examination session. The Invigilator must invigilate sessions of between two and four hours. The Invigilator is responsible for the examination conducted at the examination venue. He or she must be present at the examination venue for the duration of the examination session.

Nature of appointment:

Qualifying candidates would be placed on the College Data Base for consideration as and when temporary invigilators are needed.

Remuneration:

According to Vuselela TVET College temporary invigilation hourly rates.

Closing date for applications: 17 February 2017

Date of commencement: Supplementary examination Feb/March 2017

Enquiries:

Mrs A Pitts 018 406 7800

Candidates are to **submit by hand:**

- ❖ Curriculum Vitae
- ❖ Original certified copies of qualifications
- ❖ Original certified copy of Identity Document

to Corporate Centre, 8 Bram Fischer Street, Klerksdorp. Taung candidates can submit their application at our Taung Campus.

Please mark the application clearly as: **APPLICATION: Temporary Invigilator: Please indicate your preferred campus.**

Applicants should kindly note that if no correspondence has been received within two weeks of the closing date, it must be assumed that the application has been unsuccessful.

VUSELELA TVET COLLEGE IS AN EQUAL OPPORTUNITIES EMPLOYER