



**higher education
& training**
Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

**COLLEGE OF
CAPE TOWN** 
Inspiring minds

**POST: FACILITATOR – CENTRE OF SPECIALISATION
PLUMBER TRADE**

COLLEGE OF CAPE TOWN

THIS POST WILL BE APPOINTED ON A CONTRACT BASIS FOR A 3 YEAR PERIOD. DHET INTERNAL PERMANENT CANDIDATES WHO ARE SUCCESSFUL WILL BE SECONDED TO THE FACILITATOR POST FOR THE PERIOD OF THE CONTRACT.

SALARY NOTCH R 356 289 – R 419679 per annum (Salary Level 9)

REQUIREMENTS:

- A diploma or equivalent qualification at REQV 13 level.
- Qualified as a Plumber with trade test passed.
- 3 – 5 years or appropriate artisan experience as a Plumber in industry with specific experience in the following areas: tools, equipment, machinery and materials; cold water; hot water; SANWARE; below ground drainage, above ground drainage, rain water goods and problem solving.
- Education, Training and Development Practice (ETDP) or related qualification
- Qualification as a registered Assessor and/or Moderator for the Plumber trade will be an added advantage.
- 2 years or more training/workshop mentoring experience will be an added advantage.

SKILLS SET:

The preferred candidate will have knowledge of the Plumber industry, the legislative and regulatory environment, as well as knowledge of and experience in implementing Occupational Health and Safety regulations and requirements.

- Good verbal and written communication skills, including presentation or lecturing and report writing skills.
- He/she will have planning and organizing skills, including lesson planning skills, analytical skills, conceptual ability and the ability to assess apprentices.
- Computer literacy in Microsoft Suite
- A valid driver's license.
- The preferred candidate will have the ability to take on a leadership and mentorship role, will be focused on customer service, be disciplined and professional and will have excellent interpersonal skills.
- He/she will be responsible for his/her own continuous professional development.

CONDITIONS OF SERVICE:

In addition to the salary package above, the Facilitator will be expected to adhere to the following:

- 40 hours work per week.
- Minimum of 21 working days annual leave per annum.

DUTIES:

The incumbent will be responsible for:

- Providing theoretical and practical training applicable to the Plumber trade, and according to predetermined curriculum and lesson frameworks.
- Assess and/or moderate theoretical and practical competencies of apprentices in the programmes against pre-determined requirements.
- Ensure that training equipment, workshops and related resources are available and in working order, and conduct regular inventory control.

- Perform administrative and management functions, including preparing and submitting reports to relevant authorities, preparation of training registers, preparation and completion of apprentice files, and any other administration required by oversight bodies.
- Attend industry and training workshops, as well as any other prescribed training to ensure own continuous professional development.
- Ensure training environment and activities are compliant to all safety, health and environmental requirements.
- Plan delivery of the occupational qualification in such a way that the apprentices are prepared to complete and pass the relevant assessments and trade test.
- Manage the scheduling of apprentice for theory and industry placement/practical components of the programme.

All shortlisted candidates will be expected to participate in an assessment of his/her experience in the above areas.

CLOSING DATE: 05 NOVEMBER 2018

PLEASE SEE MINIMUM REQUIREMENTS AND KEY PERFORMANCE AREAS ON THE WEBSITE IF APPLYING FOR MORE THAN ONE POST, KINDLY SUBMIT A SEPARATE APPLICATION FOR EACH

Please refer to the key performance areas for each post and submit application/s as follow/s:

1. Application form, available on www.cct.edu.za
2. Covering letter stating the reference number of the specific post you apply for
3. Detailed CV with at least 2 recent contactable references
4. Certified copies of matric (Grade 12) certificate, qualifications, academic records/transcripts, ID and valid driver's license.

Applications will not be considered if:

- The required documentation is not submitted and/or is received after the closing date.
- It is e-mailed or faxed.

Hand deliver: The Recruitment Officer, Human Resources Unit, College of Cape Town, 334 Albert Road, Salt Rivier 7925 **OR Post to:** The Recruitment Officer, HR Unit, P.O Box 1054, Cape Town 8000.

Enquiries: Siphokazi Sangqu/Samantha Valelo (021) 404 6710/61

The College of Cape Town will consider all applications in terms of its Employment Equity plan and is committed in maintaining diversity in its appointments. The College of Cape Town reserves the right not to make an appointment. Should you not have been contacted within four weeks of the closing date, you may consider your application as unsuccessful.