



# RECRUITMENT ADVERTISEMENT

## FACULTY OF MANAGEMENT SCIENCES

POST TITLE	Teaching and Learning Coordinators (Fixed term position until 30 August 2017)		
REFERENCE NUMBER	• 117	CLOSING DATE FOR APPLICATIONS	• 23 January 2015
POST LEVEL	• P8		
MINIMUM QUALIFICATION	• Masters' degree		
MINIMUM EXPERIENCE & OTHER REQUIREMENTS	• 3 years relevant experience in a higher education environment or in academic development and Support		
DESIRED QUALIFICATION AND/OR EXPERIENCE	• PhD in Education/Higher Education Studies		
DIRECT ENQUIRIES TO	• Prof A Strydom at 051 507 3200 or <a href="mailto:astrydom@cut.ac.za">astrydom@cut.ac.za</a>		

### MAIN TASKS

Coordinate the implementation of teaching development grant projects in the faculty context	Manage the student peer mentorship programme in the faculty
Coordinate academic staff training and development initiatives in the faculty	Manage the graduate attributes project in the faculty
Coordinate student academic support initiatives in the faculty	Coordinate the use of teaching and Learning technologies in the faculty
Coordinate the implementation of teaching plans in the faculty	Administration and Support

### IMPORTANT INFORMATION REGARDING YOUR APPLICATION

*(Kindly ensure that you read and comply before submitting your application)*

- Please complete a separate application form for each post.
- The University may decide to consider only completed applications consisting of ALL the documents listed below for selection.
  - A completed and signed CUT application form;
  - A comprehensive Curriculum Vitae;
  - A **certified** copy of a South African identity document or a passport;
  - A complete set of **certified** copies of qualifications (only certified copies of documents are required. Please do NOT submit any original documents); and
  - A **certified** copy of the SAQA accreditation of any qualifications obtained at education institutions outside South Africa.

### GENERAL REMARKS

- Candidates will be recruited and appointed in accordance with the Employment Equity and Affirmative Action Programmes of the Central University of Technology, Free State.
- The Central University of Technology, Free State reserves the right to conduct/employ a third party to conduct a background investigation in respect of all short-listed candidates.
- Correspondence will be limited to short listed candidates only.
- The Central University of Technology, Free State reserves the right not to make an appointment in the advertised post and/or to appoint other suitable persons recruited by means other than this advertisement. Appointment, either

on a permanent or contract basis, will be negotiated with the successful candidate.

- Application forms are available from the Human Resources section, ZR Mahabane Building, CUT Campus, Bloemfontein or on CUT's website.
- Complete applications, quoting the specific reference number, should reach CUT on or before the closing date via:

**By hand:**

The Resourcing office, Human Resources  
Central University of Technology, Free State  
ZR Mahabane building  
20 Pres. Brand Street  
Bloemfontein

**By mail:**

The Resourcing Office, Human  
Resources  
Central University of Technology, Free  
State  
ZR Mahabane building  
Private Bag X20539  
Bloemfontein, 9300

**By e-mail:**

[jobs@cut.ac.za](mailto:jobs@cut.ac.za)