



# **NORTHERN CAPE DEPARTMENT OF EDUCATION**

## **VACANCY CIRCULAR 1 of 2020**

### **PROMOTIONAL POSTS: PRINCIPAL, DEPUTY PRINCIPAL AND DEPARTMENTAL HEAD**

**At Public Ordinary and Public Special Schools**

**SEPTEMBER 2020**

**ERRATUM!!!**

**Published on: 01 September 2020**  
**Closing Date: 25 September 2020**

## NOTICE

Please be advised of the Errata of Vacancy Circular 1 of 2020 for the promotional posts, which were advertised on HRMS and the departmental website on the 7 September 2020

### ZF.MGCAWU DISTRICT

Please note that the following post is amended: The school grading was erroneously captured as P3:

Kakamas Intermediate School		Kakamas	ZF.Mgcawu District
<b>CONTACT PERSON</b>		<i>Mr.MW. Madlonglwana 054 433 6330</i>	
<b>POST NUMBER</b>		<b>202009/269</b>	
<b>POST</b>		<b>Principal P4</b>	
<b>SUBJECTS</b>	Principal P4-PL4	<b>LANGUAGE OF INSTRUCTION:</b>	Afrikaans
		<b>PHASE:</b>	Senior Phase &FET Phase
<b>DUTIES:</b> Curriculum Management; General Institution Management; Sound Financial Management; Promoting; ICTs in learning; Human Resource Support and Management; School Development; Improvement Planning; Evidence-based Planning; Promote Sound Assessment and Appraisal Practices; Quality Assurance of Learning and Teaching; Staff Appraisal; Staff Development; School Community Development; Managing Information; Rendering Strategic advice and Support to the SGB; Networking and Representing the School; Community Networking and Partnership development with Business, NGOs and other Organisations; Participation in Community Activities relevant to the school			

### JOHN TAOLO GAETSEWE DISTRICT

Please note that the following post is amended: Phase was erroneously captured as FET Phase and the language of instruction was captured as English and Setswana:

Mamasilo Intermediate School		Madibeng	John Taolo Gaetsewe
<b>CONTACT PERSON</b>		<i>NA Nong</i>	
<b>POST NUMBER</b>		<b>202009/156</b>	
<b>POST</b>		<b>Departmental Head</b>	
<b>SUBJECTS</b>	English First Additional Language Gr 8- 12 Social Science GR 8- 12	<b>LANGUAGE OF INSTRUCTION:</b>	English
		<b>PHASE:</b>	Senior and FET Phase
<b>DUTIES:</b> Class Teaching; Assess and record assessment of learners; To be in charge of subjects and phase; To coordinate all subjects in department; Provide guidance on content, methodology, assessment and evaluation, etc.; Control work of educators and learners in department; Organize and conduct extra and co-curricular activities; Staff appraisal and staff development; General and Administrative work; Communication.			

The department wishes to apologize for any inconvenience this might have caused.

**Please be advised that the closing date for the above mentioned posts remains 25 September 2020 @16h00.**