



### CAREER OPPORTUNITIES: INTERNAL/EXTERNAL ADVERTISEMENT

Applications are invited from **ALL** suitable qualified applicants to apply for the following vacant position on a **Fixed Term Contract**:

<b>Post Description</b>	Lecturer: Music
<b>Post Level</b>	PL1
<b>Post reference</b>	CJC/08/2021
<b>Salary Notch</b>	According to Higher Education and Training salary scales
<b>Centre</b>	<b>Crown Mines Campus</b>
<b>Minimum Requirement</b>	Applicant must be in possession of a minimum of a three-year Diploma in Music or a Four year Degree in Music. Must be registered with SACE (South African Council of Educators). Lecturing or teaching experience as well as relevant Industry experience will be added as advantages. Must be trained as Assessor and Moderator. Applicant must be Computer Literate (Ms Office: Word and Excel. Good communication in English (written and verbal), organizing, planning and administration skills. Ability to monitor students' performance and provide critical feedback in objective and professional manner. In-depth knowledge of the subject programme (subjects). Ability to relate to students in a professional manner.
<b>Key Responsibilities</b>	<p><b>The incumbent should be able to teach the following subjects:</b></p> <ul style="list-style-type: none"><li>- Woodwind Instructions (Saxophones, Flute, and Clarinet)</li><li>- Aural and Ensemble across all levels (N4 –N6)</li><li>- Able to teach Brass Instruments</li></ul> <p><b>The incumbent should also be able to perform the following, when not teaching:</b></p> <ul style="list-style-type: none"><li>- Assist with registration and induction of students. Facilitate the general academic and career development of students.</li><li>- Prepare lesson plans in compliance with College Annual Academic Plan, the Campus timetable and the College Quality Management System.</li><li>- Assess students, maintain assessment records and capture marks electronically. Create a conducive classroom environment and ensure efficient classroom management and discipline students. Report to the Senior Lecturer.</li></ul>
<b>Enquiries</b>	<b>Mr MB Khakhu (011) 355 6000</b>
<b>Postal/Hand delivered to:</b>	No.05 Ubla Avenue, (Princess of Wales Terrace), Parktown Campus, Johannesburg. Posted applications must be addressed to: Human Resource, Parktown College, Private Bag 2336, Houghton, 2041. Or direct application to: <a href="mailto:recruitment25@cjc.edu.za">recruitment25@cjc.edu.za</a> Posted applications must reach the Campus on or before the closing date <b>02 September 2021, Time 15H00</b> . Applicant must complete Z83 form which is obtainable from any Public Service Department. Application must be accompanied by comprehensive CV, recently certified copies of relevant qualifications or transcripts (not older than three months) and an ID document. Please note that no faxes or e-mail applications will be accepted.
<b>General Instructions</b>	The College is an equal opportunity affirmative action employer and reserves the right not to fill the vacant advertised post, and to verify the qualifications of all shortlisted candidates prior to or after the issuing of an offer of appointment. The Salary is determined according to the Department of Higher Education and Training salary scales. People with disabilities are encouraged to apply. All applicants must consider their applications to be unsuccessful if not contacted within 60 days after the closing date.