



Education and Sport Development

Department of Education and Sport Development
Departement van Onderwys en Sportontwikkeling
Lefapha la Thuto le Tihabololo ya Metshameko
NORTH WEST PROVINCE

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GENERAL AND FURTHER EDUCATION TRAINING SERVICES ASSESSMENT, CERTIFICATION AND ACCREDITATION

Ref	A6/17	Enquiries	Mahlabe G Gaborone D	Tel: 018 388 0820 Tel: 018 384 5805	Lmahlabe@nwpg.gov.za Ogaborone@nwpg.gov.za	Date	15 February 2017
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ASSESSMENT INSTRUCTION NO 06/ 2017 (FET)

TO:

- CHIEF DIRECTORS**
- DIRECTORS**
- CHIEF EDUCATION SPECIALIST (DISTRICTS)**
- DISTRICT ASSESSMENT MANAGERS**
- AREA OFFICE MANAGERS**
- CURRICULUM COORDINATORS**
- SUBJECT SPECIALISTS**
- PRINCIPALS: SECONDARY SCHOOLS**
- TEACHERS OF SECONDARY SCHOOLS**
- TEACHER UNIONS**

SUBJECT: ADVERTISEMENTS FOR GRADE 11 AND 12 SBA MARKERS POSTS

Suitably qualified individuals are invited to apply for the marking of the marking of Grade 11 and 12 learner SBA evidence in the following subjects for the year 2017.

No	SUBJECTS	No	SUBJECTS
001	Accounting	015	History
002	Business Studies	016	Life Orientation
003	Economics	017	Life Sciences
004	Agricultural Sciences	018	Mathematical Literacy
005	Agricultural Management Sciences	019	Mathematics
006	Agricultural Technology	020	Physical Sciences
007	Consumer Studies	021	Setswana HL
008	Hospitality Studies	022	Sesotho HL
009	Tourism	023	Engineering Graphics and Design
010	Afrikaans Huistaal	024	Afrikaans SAL
011	English HL	025	English FAL
012	Civil Technology	026	Dramatic Arts
013	Geography	027	IsiXhosa HL
014	Computer Applications Technology	028	Mechanical Technology

1. Requirements:

1.1 SBA Marker

- 1.1.1 At least a recognised three year post matric qualification which must include the subject concerned at second or third year level.
- 1.1.2 Extensive experience as educator in the particular subject.
 - 1.1.2.1 At least 3 years teaching experience in the last 5 years at the appropriate level or.
 - 1.1.2.2 being a Subject Advisor in the subject applied for
- 1.1.3 Experience during the last 3 years as:
 - (a) External SBA Marker (UMALUSI or DBE Moderator)
 - (b) Previous Provincial/district SBA Marker in Grade 11/12
 - (c) Cluster Moderator
 - (d) School based Moderator
- 1.1.4 Preference will be given to educators with experience and qualification in moderation at school or AO level (HOD/Deputy Principal/Subject Specialists).
- 1.1.5 Markers will assist in writing detailed and meaningful reports on the evidence of learners' performance.
- 1.1.6 The SBA Markers must have attended all training workshops/information sessions on CAPS for the applicable subject during 2013 and 2014.
- 1.1.7 Report Writing skills

2. Appointment of Provincial SBA Markers:

- 2.1. Preference will be given to educators on the North West Persal System.
- 2.2. **No correspondence or dialogue will be entered into as to the reasons for not appointing a specific applicant.**

Only successful candidates will be notified of their appointment by 12 June 2017. The names of applicants who qualify, but are not appointed, are automatically placed on the reserve list.

For capacity building, applications are encouraged from teachers who performed above 60% in the 2015/16 Grade 12 NSC results.

3. Remuneration:

As stated in the Personnel Administration Measures (PAM).

4. APPLICATIONS

Each application must be accompanied by all the necessary certified documents:

- 4.1 **Documents:** (If any of these documents are not attached or not certified the application will not be considered)
 - 4.1.1 Certified Copy of ID
 - 4.1.2 Certified Copy of qualifications
 - 4.1.3 Certified copy of salary advice
 - 4.1.4 Certified copy of SACE certificate
- 4.2 A complete application form must be submitted in respect of each vacancy applied for.
- 4.3 Release letter from the Principal/Curriculum Coordinator or relevant CES will be required from those appointed. In addition to this, they will have to complete a confirmation form to indicate their availability for the marking process.

5. Important Details

Closing Date	07 April 2017
Place for submission	District Offices (Exam Offices)
Officials to submit to	SBA Coordinators

Late applications will not be considered

6. The following applications will not be considered:

- 6.1 Incomplete details on the application forms
- 6.2 Where all required documents are not attached
- 6.3 Late applications
- 6.4 Posted applications
- 6.5 Faxed applications or
- 6.6 Applications sent by electronic media.



R.D MOROENG

ACTING DIRECTOR: ASSESSMENT, CERTIFICATION & ACCREDITATION



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APPLICATION FOR APPOINTMENT: SBA MARKER

Subject: _____	
Post No: _____	Grade: _____

1. PERSONAL INFORMATION

Surname:												
First Names:												
ID No. (13 Digits)												
PERSAL No.												
SACE No. (South African Council for Educators)												
Designation / Rank	Teacher			HoD			Deputy Principal			Subject Advisor		
Name and physical address of school / institution presently attached to	_____ _____ _____											
										Postal Code		

2. CONTACT NUMBERS

Work:	Fax:	Cell Number:	Email:

3. POSTAL ADDRESS

4. RESIDENTIAL ADDRESS

_____ _____			_____ _____		
	Postal Code			Postal Code	

(1) Full time pay roll of the North West Education Department? Yes No

(2) Employed by other institution? Yes No

5. RELEVANT QUALIFICATIONS (Attach certified copies of all certificates)

ACADEMIC (e.g. B.A. etc.) Institution and Year obtained	PROFESSIONAL: (e.g. HDE; etc.) Institution and Year obtained
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6. TEACHING EXPERIENCE IN THE SUBJECT APPLIED FOR

Number of years teaching the subject in the listed grades (Teachers and Subject Advisors)	GRADE 10	GRADE 11	GRADE 12
Number of years in supporting school teachers the subject you applied for. (Subject Advisors only)	GRADE 10	GRADE 11	GRADE 12

7. RESULTS OF CANDIDATES IN THE EXTERNAL EXAMINATION TAUGHT IN THE SUBJECT APPLIED FOR

(For Teachers, and where applicable, newly appointed Subject Advisors)

No of candidates			No passed			Average %			No. obtained a 70% rating or higher.		
2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015

8. LANGUAGE PROFICIENCY (Use excellent, good, poor, no)

Afrikaans	Praat		Lees		Skryf	
English	Speak		Read		Write	
Setswana	Go bua		Go buisa		Go kwala	
Other						

9. MARKING EXPERIENCE IN SBA EVIDENCE GRADE 12 EXAMINATION

(Please indicate year, subject and position held for past 4 years)

YEAR	SUBJECT	(In the case of languages, please include the language level)	POSITION (e.g. Provincial SBA marker, Umalusi SBA Marker, National SBA Marker, Cluster moderator, Chief SBA Marker etc.)
2012			
2013			
2014			
2015			
Total years of experience in marking SBA evidence:			

10. OTHER RELEVANT EXPERIENCE:

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11. I hereby declare that the information provided above is correct

Signature of Applicant:		Date:	
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12. PRINCIPAL'S COMMENTS:

Is the above information correct? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Do you recommend the appointment of this official for the post applied for? <input type="checkbox"/> Yes <input type="checkbox"/> No			
<hr/>			
<hr/>	<hr/>	<hr/>	<hr/>
NAME (Print)	SIGNATURE	DATE	STAMP

13. AREA OFFICE (CURRICULUM COORDINATOR'S) /COMMENTS

Do you recommend the appointment of this official for the post applied for? <input type="checkbox"/> Yes <input type="checkbox"/> No			
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NAME (Print)	SIGNATURE	DATE	STAMP

CLOSING DATE: 7 APRIL 2017