

WATERBERG TVET COLLEGE (LIMPOPO PROVINCE) INVITES QUALIFIED AND EXPERIENCED CANDIDATES TO APPLY FOR THE FOLLOWING POSTS TO BE FILLED ACCORDING TO THE CETC ACT NO.16 OF 2006 (AS AMENDED)



REF: WTVET 2026/01 - FINANCE

OFFICER - NSF Projects

SITE: Central Office (Mokopane)
DURATION: Three-years fixed-term contract (renewable yearly)
SALARY: Salary Level 7 (R325,101 per annum)

Requirements: BCom (Accounting) or Equivalent, National Higher Diploma in Accounting; Cost and Management Accounting, Financial Management * At least three (3) years working experience in Accounting or External audit environment * Proven computer literacy in Ms Word and Ms Excel.

Duties and Responsibilities: Manage, monitor and control NSF accounts reconciliation * Manage monthly reconciliation of the project bank account and submit the reconciliation to the Project Manager and the Deputy Principal - Finance * Capture cash book and allocate transactions to correct account * Reconcile creditors accounts related to the project * Prepare claims (invoices) and do regular follow up on claims and payment * Maintain all finance documentation in good order for internal and external reporting * Prepare monthly financial reports and submit the reports to the Project Manager to comply with reporting standards * Prepare student allowances of stipends for payment * Procurement of all project needs (sourcing quotations and doing requisitions).

REF: WTVET 2026/2 - ADMINISTRATOR - NSF Projects

SITE: Central Office (Mokopane)
DURATION: Three-years fixed-term contract (renewable yearly)
SALARY: Salary Level 5 (R312,799 per annum)

Requirements: Appropriate Diploma in Management Assistant / Administration or Social Science * Two (2) years' experience in general or office administration environment * A valid drivers' license * Proven Computer Literacy including knowledge of Ms Word and Ms Excel software * Working knowledge of public sector compliance and reporting requirements.

Duties and Responsibilities: Enrolment support: implement Administration procedures * General Requisitions * Office equipment Administration * Monitoring incoming and outgoing communication for stakeholder relations * Manage NSF office in accordance with college policy guidelines * Ensure safe storage of all records for student administration.

REF: WTVET 2026/3-18 - FACILITATORS - NSF Project

All appointed facilitators will be required to perform the following duties in their respective positions:

Duties and Responsibilities: * Facilitation of the occupational programme * Class management and record keeping * Continuous student performance assessment: theory and practical * Marking assessments * Monitor work placement logbooks and reports * Write reports for submissions.

REF: WTVET 2026/3 - Facilitator - Early Childhood Development (x1)

SITE: Thabazimbi Campus (Regorogile)
DURATION: One-year contract
SALARY: R26,500 per month

Requirements: Relevant degree or NQF Level 5 qualification in Early Childhood Development * Registered Assessor with ETDPSETA * Three (3) years' experience in ECD project facilitation * A valid driver's license.

REF: WTVET 2026/4 - Facilitator - Welder (x1)

SITE: Engineering and Skills Training

Centre (Lebowakgomo)

DURATION: One-year contract
SALARY: R26,500 per month
Requirements: Artisan Welder Trade certificate * Assessor qualification * Three (3) years' project facilitation experience * A valid driver's license * Registration with NAMB will be and added advantage.

REF: WTVET 2026/5-6 - Facilitator - Diesel (x2)

SITE: Engineering and Skills Training Centre (Lebowakgomo)

REF: WTVET 2026/7 - Facilitator - Diesel (x1)

SITE: Thabazimbi Campus (Regorogile)

DURATION: One-year contract
SALARY: R26,500 per month
Requirements: Diesel Artisan Trade Certificate * Three (3) years' experience of diesel project facilitation * Valid assessor qualification * A valid driver's license * Registration with NAMB will be an added advantage.

REF: WTVET 2026/8-9 - Facilitator - Electrician (x2)

SITE: Engineering and Skills Training Centre (Lebowakgomo)

DURATION: One-year contract
SALARY: R26,500 per month
Requirements: Electrician Artisan Trade Certificate * Three (3) years' experience in Electrician project facilitation * A valid assessor qualification * A valid driver's license * Registration with NAMB will be and added advantage.

REF: WTVET 2026/10 -Facilitator - Chef (NQF Level 5)

SITE: IT and Computer Science Centre (Hotel School)

DURATION: One-year contract
SALARY: R26,500 per month
Requirements: Chef Trade Certificate * Three (3) years' experience in project facilitation * Valid assessor qualification * A valid driver's license * Registration with NAMB will be and added advantage.

REF: WTVET 2026/11-19 -ANIMAL PRODUCTION (NQF Level 5)

SITE: IT and Computer Science Centre (Mahwelereng)
DURATION: Per module and notional hours
SALARY: Per module and credits offered

REF: WTVET 2026/11 -Facilitator: Animal Nutrition (x1)

REF: WTVET 2026/12 -Facilitator: Animal Breeding (x1)

REF: WTVET 2026/13 -Facilitator: English (x1)

REF: WTVET 2026/14 -Facilitator: Animal Physiology (x1)

REF: WTVET 2026/15 -Facilitator: Plant Production (x1)

REF: WTVET 2026/16 -Facilitator: Soil Science (x1)

REF: WTVET 2026/17 -Facilitator: Mathematics (x1)

REF: WTVET 2026/18 -Facilitator: Animal Health (x1)

REF: WTVET 2026/19 -Facilitator: Agricultural Economics (x1)

Requirements: Minimum Master's Degree in relevant area of specialisation * Relevant Assessor and Moderator qualification will be an added advantage * At least one (1) years' experience in facilitation * A valid driver's license * The

appointment is as per the duration of the specific module * Attach certified copies of qualifications and academic transcripts.

NB. Period of service for the above posts depend on the duration of occupational programme requirements.

REF: WTVET 2026/20-25 - WORKSHOP ASSISTANTS (Internships) (x6)

SITE: Thabazimbi Campus (Regorogile)
REF: WTVET 2026/20 - Mechanical Workshop Assistant (Fitter and Turner) (x1)

REF: WTVET 2026/21 -Mechanical Workshop Assistant (Diesel mechanic) (x1)

SITE: Engineering and Skills Training Centre (Lebowakgomo)

REF: WTVET 2026/22 - Mechanical Workshop Assistant (Welder) (x1)

REF: WTVET 2026/23 -Mechanical Workshop Assistant (Diesel mechanic) (x1)

REF: WTVET 2026/24 -Mechanical Workshop Assistant (Electrician) (x1)

REF: WTVET 2026/25 -Civil Engineering Workshop Assistant (x1)

DURATION: One-year contract (01/0382026 - 28/02/2027)

SALARY: R6,500 per month
Requirements: Matric/NCV L4; Artisan Trade Test Certificate: Fitter and Turner/Diesel/ Welder/ Electrical/Chef * (0) to (1) year intensive industry practical experience on Fitter and Turner/Diesel/ Welder/Electrical/Chef training.

Key duties and responsibilities: Ensuring tools and machinery are properly cleaned, stored, and maintained * Prepare space, necessary tools and components for scheduled student practical sessions * Assist and support lecturers during practical workshop activities * Keeping track of all inventory used and needed, ensuring that orders are placed to avoid shortages * Ensuring that all safety protocols are followed and that the workshop remains a safe environment for all staff * Assisting with paperwork, documentation, and communication necessary for smooth workshop execution.

REF: WTVET 2026/26 - KITCHEN AID (Internship) (x1)

SITE: IT and Computer Science Centre (Hotel School)

DURATION: One-year contract (01/0382026 - 28/02/2027)

SALARY: R4,000 per month
Requirements: Grade12/NCV in Hospitality/ Diploma in Professional cook (NCV L4)/ Certificate for Kitchen Assistant or Catering.

Key duties and responsibilities: Cleaning workstations, ovens, grills, pots, pans, and tools. Disposing of waste correctly, sweeping, and mopping floors * Maintaining high cleanliness standards, adhering to food safety regulations, and preventing cross-contamination in the kitchen, food preparation labs and restaurant * Assisting with any tasks requested during Lecturer and student Practical activities in the food laboratory * Keep and manage records of equipment, tools and crockery in the kitchen, food preparation labs and restaurant.

ONLY APPLICATION FOR INTERNSHIPS can be HAND DELIVERED TO:

- 1) Engineering and Skills Training Centre: The Principal, Stand no 10, Zone P, LEBOWAKGOMO
- 2) Thabazimbi Campus: The Principal, Extension 8, Regorogile, THABAZIMBI
- 3) IT and Computer Science Centre (Hotel School: The Principal, C/o Hooge and Totius streets, Trimpark, MOKOPANE

PLEASE NOTE THE FOLLOWING: Applications must be submitted on new Z83 form obtainable from all Government Departments or can be downloaded from www.dpsa.gov.za. * Applicants are to specify the REFERENCE NUMBER OF THE POST APPLYING FOR on the Z83 form, which must be completed in full, originally signed and dated by the applicant * Application should be accompanied by a recent updated comprehensive CV and copies of qualifications including academic records/transcripts and ID document * The certified copies must not be older than 6 months * Only short-listed applicants are required to submit certified copies of their educational qualifications and other relevant documents on or before the day of the interviews * Foreign applicants should attach: SAQA Evaluation results, passport, work permit and police clearance * PEOPLE WITH DISABILITY ARE ENCOURAGED TO APPLY * Failure to submit the requested documents will result in your application not being considered * The College will not carry any related costs (transport, accommodation, and meals) for candidates attending interviews * The employer reserves the right not to fill the posts * Suitable candidates will be subjected to a personnel suitability check (i.e. verification of educational qualifications, previous work experience, citizenship, reference checks, criminal record check, verification of financial/assets record check and security vetting) * Applications received after the closing date will not be considered * If you have not heard from the College within 90 days of the closing date, please accept that your application has been unsuccessful.

APPLICATIONS SHOULD BE FORWARDED TO: APPLICATIONS SHOULD BE FORWARDED TO: POSTAL ADDRESS: he Principal, Waterberg TVET College, Postnet Suite #59, Private Bag x2449, Mokopane, 0600 or HAND DELIVER to: Waterberg TVET College Central Office, Corner Totius and Hooge Streets, Mokopane, 0601
Enquiries: Ms. Amukelani Makondo (HR -Recruitment Office) on 015 - 492 9088. For more information visit: www.waterbergcollege.co.za

CLOSING DATE FOR SUBMISSIONS: 27 February 2026 at 12:00.