



KWAZULU-NATAL PROVINCE

EDUCATION
REPUBLIC OF SOUTH AFRICA

DIRECTORATE:

Private Bag X9137, Pietermaritzburg, 3200
Ex NED Building, 228 Pietermaritz Street, Pietermaritzburg, 3201
Tel: 033 846 5533. Email: Nokukhanya.Hlongwane@kzndoe.gov.za

Human Resource Services
Enquiries: Mrs N.V. Hlongwane
Date: 14 September.2021

TO: Deputy Director Generals
Chief Directors
Directors
CES: Circuit Management
Circuit Managers
Heads of Sections
Principals of all Schools

HRM VACANCY CIRCULAR NO. 42 OF 2021

OFFICE BASED THERAPIST/EDUCATOR VACANCIES

1. BACKGROUND

- 1.1 The National Department of Basic Education has provided a conditional grant to all Provinces. The goal of the grant is to ensure that learners with severe to profound intellectual disabilities access quality public education and support and the purpose of the grant is to provide the necessary support, resources and equipment to identified special care centres and schools for the provision of education to children with severe to profound intellectual disabilities.
- 1.2 All posts advertised in this vacancy circular will also be advertised in the National and Local media, as well as the Department of Public Service and Administration's Circular of Vacant Posts.

2. GENERAL PRINCIPLES

- 2.1 The procedure manual is developed within the framework of the Personnel Administrative Measures (PAM) and replaces all other previous practices and procedure manuals. In this regard the following general principles must be noted: -
 - 2.1.1 The obligations of the State as the Employer in terms of Sections 195 (1)(i) and 197(4) of the Constitution of the Republic of South Africa and ELRC Collective Agreement No 1 of 2010 which includes the following factors:-
 - a) The ability of the candidate; and



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b) The need to redress the imbalances of the past in order to achieve broad representation.

2.1.2 The obligations of the employer in terms of section 189 of the Labour Relations Act, 1995, as amended and other applicable Labour Legislations.

2.1.3 The obligation to achieve equality in the workplace in accordance with the provisions of the Employment Equity Act (EEA) of 1998, as amended.

2.1.4 The requirements for the filling of educator posts as encapsulated in Chapter B of PAM.

3. VACANCIES

3.1 Applications are invited from suitably qualified and experienced persons for appointment to the following posts:

3.1.1 Chief Education Therapist Grade I (Physiotherapy) (2 posts)

3.1.2 Chief Education Therapist Grade I (Speech and Language Therapist 1 posts)

3.1.3 Educational Psychologist Grade I (01 posts)

3.1.4 Senior Education Specialist (02 post)

4. GENERAL SERVICE REQUIREMENTS

Post	Service Requirements	Roles for all posts :	Generic Skills for all posts	Qualification Requirements for all posts	Professional Registration for All posts
Chief Education Therapist Grade I (Physiotherapy)	A minimum of 3 years appropriate experience gained after registration with the Health Professionals Council of South Africa (HPCSA)	*Communicator *Policy advocate *Promoter *Team worker *Coordinator	*Promotional *Collaborating *Initiative *Problem-solving *Ability to work under pressure *Co-ordinating *Driving *Computer skills	An appropriate three or four year educational qualification	*Registration with the Health Professionals Council of South Africa (HPCSA) as a Physio-therapist



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Chief Education Therapist Grade I (Speech and Language Therapist)	A minimum of 3 years appropriate experience gained after registration with the Health Professionals Council of South Africa (HPCSA)	*Communicator *Policy advocate *Promoter *Team worker *Coordinator	*Promotional *Collaborating *Initiative *Problem- solving *Ability to work under pressure *Co-ordinating *Driving *Computer skills	An appropriate three or four year educational qualification	*Registration with the Health Professionals Council of South Africa (HPCSA) as a Speech Therapist
Education Psychologist Grade I	Registration with the Health Professionals Council of South Africa (HPCSA) in respect of RSA qualified psychologists who performed Community Service, as required in South Africa. *One (1) year relevant experience after registration with the Health Professionals Council of South Africa (HPCSA) in respect of foreign qualified psychologists, of whom it is not required to perform Community Service, as required in South Africa.	*Communicator *Policy advocate *Promoter *Team worker *Coordinator	*Promotional *Collaborating *Initiative *Problem- solving *Ability to work under pressure *Co-ordinating *Driving *Computer skills	A Masters Degree in Educational Psychology	*Registration with the Health Professionals Council of South Africa (HPCSA) as a Psychologist



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Senior Education Specialist	5 years' experience in the educational field Knowledge and experience in Inclusive Education will serve as a recommendation.	*Leader *Communicator *Financial Planner and Manager *Strategic planner and transformer *Policy Developer *Researcher *Curriculum Developer *Staff Developer *Organizer	*Leadership *Communication *Financial Planning and Management *Strategic Planning and Management *Policy Development *Researching *Curriculum developing *Staff developing *Organizing	A recognized three or four year qualification, which includes professional teacher education	*Registration with South African Educators Council (SACE) as a Professional Educator
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5. CLOSING DATE FOR APPLICATIONS

08 October 2021 at 16h00.

6. PROCEDURES FOR SUBMISSION OF APPLICATIONS

- 6.1 Applications must be submitted on the attached "Application for Employment Form Z83" obtainable from any Public Service Department and should be accompanied by Curriculum Vitae comprising not more than 2000 words together with certified copies of educational qualifications, Identity document and Driver's License documents.
- 6.2 A separate application form (Z83) must be completed for each post applied for.
- 6.3 All details on the "Application for Employment Form" must be appropriately and/or duly completed or else the application will not be considered.
- 6.4 Please ensure that you clearly state the full post description and the relevant Post Reference Number on your application.
- 6.5 Names and telephone numbers of three referees must be submitted.
- 6.6 The Preference Order Form (Form 5) must also accompany the application/s.



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- 6.7 Candidates are discouraged from sending their applications through registered mail as the Department will not take responsibility for non-collection of these applications. No faxed applications will be considered.
- 6.8 All applications must be submitted either through postal services or hand delivery to reach the office by not later than 16h00 on the closing date. Applications received after the closing date and applications delivered at the incorrect office will not be considered.
- 6.9 The Preference Order Form (Form 5) must also accompany the application/s. The envelope containing application documents must be clearly marked "Advertised Office Based Educator & Therapists Posts" and forwarded for the attention of: **Mr. P.B.V. Ngidi The Directorate: Human Resource Services** KwaZulu-Natal Department of Education, Private Bag X9137, Pietermaritzburg 3200. Applications may also be hand delivered to Head Office, Office No. 203A, 228 Pieter Maritz Street, Pietermaritzburg, 3201.

DR. M.J.B. MTHEMBU

(A) HEAD OF DEPARTMENT: EDUCATION

DATE: 16/04/2021



KWAZULU-NATAL PROVINCE

EDUCATION
REPUBLIC OF SOUTH AFRICA

POST: Chief Education Therapist (Physiotherapist) Grade 1: Learners with Severe to Profound Intellectual Disabilities (2 posts)

BRANCH: Institutional Development Support

CHIEF DIRECTORATE: Rural and Inclusive Education

DIRECTORATE: Inclusive Education

LOCATION: Ilembe/ Pinetown District: **REF NO: OBE/02/2021**
Umlazi/Ugu District: **REF NO. : OBE/03/2021**

Note: The Districts have been clustered and the incumbent will be required to perform functions in a specific cluster.

SALARY: R466119 per annum

REQUIREMENTS: An appropriate four years qualification in Physiotherapy. Registration with the Health Professionals Council of South Africa (HPCSA) as a Physiotherapist. A minimum of 3 years appropriate experience gained after registration with the Health Professionals Council of South Africa.

COMPETENCIES: Knowledge and understanding of Education Legislation and Policies. The ability to promote inclusive education which includes promoting access to quality public funded education for learners with disability. Experience in working as part of a team and collaborating with stakeholders. The ability to take initiative, work under pressure and problem-solve if and when necessary. Experience in coordinating education and other support for learners with disabilities will be an added advantage.

DUTIES: As a member of the transversal team, the incumbent will collaborate with team members and other stakeholders in the provision of support to designated schools and special care centres on an itinerant basis. Support to be provided will include: Assessment of LSPID enrolled in the schools/ special care centres; provision of relevant therapeutic intervention to learners and families; monitoring and reporting on these learners' progress; training caregivers on the learning programme for LSPID; monitoring and reporting caregivers' implementation of the learning programme for LSPID; training and supporting teachers on the learning programme for LSPID; monitoring and reporting on the implementation of the learning programme in designated schools and special care centres; advocating for access to quality public funded education for LSPID and carrying out administrative functions related to the support provided. The Incumbent may also be required to provide support to other learners in the community as and when needed.

NOTE 1: The incumbent will function as part of a Transversal Team with the specific responsibility of providing transversal outreach services to special care centres and special schools that include learners with severe to profound intellectual disability (LSPID).

NOTE 2: The recommended candidate will be subjected to a security clearance.

NOTE 3: The job involves travelling and therefore a valid driver's licence is a requirement. The applicant must have advanced computer skills.

ENQUIRIES: Mrs N.V.Hlongwane (Telephone No. 033 8465533)



KWAZULU-NATAL PROVINCE

EDUCATION
REPUBLIC OF SOUTH AFRICA

POST: Chief Education Therapist (Speech and Language Therapist) Grade 1: Learners with Severe to Profound Intellectual Disabilities (1 post)

BRANCH: Institutional Development Support

CHIEF DIRECTORATE: Rural and Inclusive Education

DIRECTORATE: Inclusive Education

LOCATION: Harry Gwala District **REF NO. : OBE/04/2021**

Note: The Districts have been clustered and the incumbent will be required to perform functions in a specific cluster.

SALARY: R466 110 p.a.

REQUIREMENTS: An appropriate four year qualification in Speech and Language Therapy. Registration with the Health Professionals Council of South Africa (HPCSA) as a Speech and Language Therapist. A minimum of 3 years appropriate experience gained after registration with the Health Professionals Council of South Africa.

COMPETENCIES: Knowledge and understanding of Education Legislation and Policies. The ability to promote inclusive education which includes promoting access to quality public funded education for learners with disability. Experience in working as part of a team and collaborating with stakeholders. The ability to take initiative, work under pressure and problem-solve if and when necessary. Experience in coordinating education and other support for learners with disabilities will be an added advantage.

DUTIES: As a member of the transversal team, the incumbent will collaborate with team members in the provision of support to designated schools and special care centres on an itinerant basis. Support to be provided will include: Assessment of LSPID enrolled in the schools/ special care centres; provision of relevant therapeutic intervention to learners and families; monitoring and reporting on these learners' progress; training caregivers on the learning programme for LSPID; monitoring and reporting caregivers' implementation of the learning programme for LSPID; training and supporting teachers on the learning programme for LSPID; monitoring and reporting on the implementation of the learning programme in designated schools and special care centres; advocating for access to quality public funded education for LSPID and carrying out administrative functions related to the support provided. The Incumbent may also be required to provide support to other learners in the community as and when needed.

NOTE 1: The incumbent will function as part of a Transversal Team with the specific responsibility of providing transversal outreach services to care centres and special schools that include learners with severe to profound intellectual disability (LSPID).

NOTE 2: The recommended candidate will be subjected to a security clearance.

NOTE 3: The job involves travelling and therefore a valid driver's licence is a requirement. The applicant must have advanced computer skills.

ENQUIRIES: Mrs N.V.Hlongwane (Telephone No. 033 8465533)



KWAZULU-NATAL PROVINCE

EDUCATION
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POST: Education Psychologist Grade 1: Learners with Severe to Profound Intellectual Disabilities (1 post)

BRANCH: Institutional Development Support
CHIEF DIRECTORATE: Rural and Inclusive Education
DIRECTORATE: Inclusive Education
LOCATION: Harry Gwala District: **REF NO. : OBE/05/2021**

Note: The Districts have been clustered and the incumbent will be required to perform functions in a specific cluster.

SALARY: R713 361 p.a.

REQUIREMENTS: An appropriate Master's degree in Educational Psychology. Registration with the Health Professionals Council of South Africa (HPCSA) as a Psychologist in the relevant registration category. Three years' experience is required after registration with Health Professionals Council of South Africa in respect of RSA qualified psychologists who performed Community Service, as required in South Africa. (One (1) year relevant experience after registration with the Health Professionals Council of South Africa in respect of foreign qualified psychologists, of whom it is not required to perform Community Service, as required in South Africa.

COMPETENCIES: Knowledge and understanding of Education Legislation and Policies. The ability to promote inclusive education which includes promoting access to quality public funded education for learners with disability. Experience in working as part of a team and collaborating with stakeholders. The ability to take initiative, work under pressure and problem-solve if and when necessary. Experience in coordinating education and other support for learners with disabilities will be an added advantage.

DUTIES: As a member of the transversal team, the incumbent will collaborate with team members in the provision of support to designated schools and special care centres on an itinerant basis. Support to be provided will include: Assessment of LSPID enrolled in the schools/ special care centres; provision of therapeutic and psychosocial intervention to learners and families; monitoring and reporting on these learners' progress; training caregivers on the learning programme for LSPID; monitoring and reporting caregivers' implementation of the learning programme for LSPID; training and supporting teachers on the learning programme for LSPID; monitoring and reporting on the implementation of the learning programme in designated schools and special care centres; advocating for access to quality public funded education for LSPID and carrying out administrative functions related to the support provided. The Incumbent may also be required to provide support to other learners in the community as and when needed.

NOTE 1: The incumbent will function as part of a Transversal Team with the specific responsibility of providing transversal outreach services to special care centres and special schools that include learners with severe to profound intellectual disability (LSPID).

NOTE 2: The recommended candidate will be subjected to a security clearance.

NOTE 3: The job involves travelling and therefore a valid driver's licence is a requirement. The applicant must have advanced computer skills.

ENQUIRIES: Mrs N.V.Hlongwane (Telephone No. 033 8465533)



KWAZULU-NATAL PROVINCE

EDUCATION
REPUBLIC OF SOUTH AFRICA

POST: Senior Education Specialist (Learners with Severe to Profound Intellectual Disabilities) (2 posts)

BRANCH: Institutional Development Support

CHIEF DIRECTORATE: Rural and Inclusive Education

DIRECTORATE: Inclusive Education

LOCATION: Ilembe/Pinetown District: **REF NO: OBE/06/2021**

Umkhanyakude/ King Cetshwayo District: **REF NO. : OBE/07/2021**

Note: The Districts have been clustered and the incumbent will be required to perform functions in a specific cluster.

SALARY: R415 245 p.a.

REQUIREMENTS: An appropriate four years educational qualification, which includes a professional teacher education. A minimum of 5 years' experience in the educational field. SACE Registration. Knowledge and experience in Inclusive Education will serve as a recommendation.

COMPETENCIES: In depth knowledge and understanding of Education Legislation and Policies. The ability to promote inclusive education which includes promoting access to quality public funded education for learners with disability. Experience in working as part of a team and collaborating with stakeholders. The ability to take initiative, work under pressure and problem-solve if and when necessary. Experience in coordinating education White Paper 6 activities and other support for learners with disabilities will be an added advantage.

DUTIES: As a member of the transversal team, the incumbent will collaborate with team members in the provision of education support to designated schools and special care centers on an itinerant basis. Support to be provided will include: Assessment of LSPID enrolled in the schools/ special care centres; provision of relevant support to learners and families; monitoring and reporting on these learners' progress; training caregivers on the learning programme for LSPID; monitoring and reporting caregivers' implementation of the learning programme for LSPID; training and supporting teachers on the learning programme for LSPID; monitoring and reporting on the implementation of the learning programme in designated schools and special care centres; advocating for access to quality public funded education for LSPID and carrying out administrative functions related to the support provided. The Incumbent may also be required to provide support to other learners in the community as and when needed.

NOTE 1: The incumbent will function as part of a Transversal Team with the specific responsibility of providing transversal outreach services to care centers and special schools that include learners with severe to profound intellectual disability (LSPID).

NOTE 2: The recommended candidate will be subjected to a security clearance.

NOTE 3: The job involves travelling and therefore a valid driver's licence is a requirement. The applicant must have advanced computer skills.

ENQUIRIES: Mrs N.V.Hlongwane (Telephone No. 033 846 5533)

Kindly bring the contents of this circular to all concerned.



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7. GRIEVANCES AND DISPUTES

- 7.1** Grievances must be lodged in writing with the Employee Relations Directorate at Head Office within 7 working days of each process using the attached grievance form. For the attention of Mr NC Ngcobo at:

Postal Address: Private Bag X9137
Pietermaritzburg
3200

Physical Address: 228 Pieter Maritz Street
Pietermaritzburg
3200

Telephone No: 033-846 5402

Fax NO: 086 484 0680

Email No: *Nkosinathi.Ngcobo@kzndoe.gov.za*

- 7.2** If the grievances are not resolved, dispute may be lodged with the ELRC for resolution in terms of the ELRC Constitution.

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DEPARTMENT OF EDUCATION

APPLICANT'S PREFERENCE ORDER FORM

COMPLETE ONLY ONCE IN RESPECT OF POSTS APPLIED FOR

1. SURNAME		2. NAME	
3. PERSAL /ID NO.		4. NO. OF POSTS APPLIED FOR	

PREFERENCE ORDER	REF. NO.	HEAD/DISTRICT OFFICE	POST DESCRIPTION
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

APPLICANT'S SIGNATURE

DATE