



VISION

Shape and own the future

To be a transforming, equitable, sustainable, and academically excellent University of Technology anchored in its communities.

MISSION

To offer technological, career-directed educational programmes focussing on the innovative problem-solving research and engage with government, business, industries and communities as end-users.

TEACHING AND LEARNING DEVELOPMENT CENTRE

WRITING CENTRE PRACTITIONERS (P9) (x2) -Ref: AW4 & WC01 ONE YEAR FIXED TERM CONTRACT

Key Performance Areas:

- Planning, management, and implementation of the Writing Centre programmes.
- Facilitate the development of academic writing competencies amongst staff and students.
- Conduct research on language and academic literacies.
- Participate in staff and students support provided by the TLDC and other departments.
- Design and delivery learning materials on writing pedagogies.
- Collaboration with lecturers in developing disciplinary writing content.

Minimum Requirements:

- Honour's Degree, preferably with a Linguistics/Language Education specialization.
- A minimum of three (3) years working in a Post School Education and Training (PSET) environment.
- A minimum of one year Writing Centre experience.

Recommendations:

- Master's degree is recommended.

Competencies:

- Excellent computing skills especially in MS Office
- Negotiation skills
- Presentation skills
- Report writing skills
- Strong written and verbal communication skills.

Salary Scale: R384 000.00 (P9) per annum.

Benefits: no benefits.

Interested applicants should send (a) a motivation detailing the extent to which they meet the requirements of the position; (b) an application form (downloadable from www.mut.ac.za); (c) a Curriculum Vitae; (d) certified copies of academic qualifications plus academic records, proof of

professional registration with a relevant professional body where applicable and copy of a valid driver's license. **(Please provide academic transcripts and SAQA evaluation certificate, if qualifications were obtained outside South Africa)**; and (e) names of three contactable referees to: Department of Human Resources and Development, via email: hr@mut.ac.za.

Only e-mailed applications will be accepted. No walk-ins will be allowed.

Enquiries: Tel: (031) 907 7560 / 7565

Closing Date: 31 May 2024

Mangosuthu University of Technology is committed to meeting the objectives of Employment Equity to improve representivity within the institution. Preference will be given to applicants from designated groups in accordance with our Employment Equity targets including people with disabilities. In accordance with the Departmental Employment Equity targets, first preference will be given to Coloured Male.

The University reserves the right NOT to make an appointment.