



LEPHALALE TVET COLLEGE IS AN EQUAL OPPORTUNITY, AFFIRMATIVE ACTION EMPLOYER. APPLICATIONS ARE INVITED FROM SUITABLY QUALIFIED AND EXPERIENCED CANDIDATES FOR APPOINTMENT IN THE FOLLOWING POSITIONS:

Post: Assistant Director: Partnership and Linkages SL10 - Ref: leptvet 13/2022, - Central Office R477 090 per annum plus benefits - Permanent (Persal Appointment)

Minimum Requirements:

*Senior Certificate/ National Senior Certificate or NCV Level 4 Certificate plus a three (3) year National Diploma/ Degree in Project Management/ Marketing/ Public Relations Management/ Business Management at NQF level 6/7. *A relevant postgraduate qualification will be an added advantage. *Five (5) years' relevant working experience in Public Relations/ Project Management and/or Business Development environment of which three (3) years should be at supervisory level. *Knowledge and understanding of building partnerships. *Knowledge and understanding of administrative reporting processes and procedures *Good proposal writing skills, ability to network, must be innovative, business planning skills, visibility analysis and must be computer literate. Must have valid Driver's License.

Responsibilities:

*Partnership management through building database, identifying project opportunities, developing project proposals and forming partnerships with industries. *Business opportunities scanning through identifying income generating opportunities, market needs business case analysis, submission of tender and funding proposals and provide reports to stakeholders. *International, National, Provincial, Regional and Local Relations through development of schedules for projects and practical opportunities to the core business of the College. *Research management on funders and projects which result in establishing new projects, negotiating and facilitating the signing of agreements and contracts and oversee the implementation of projects. *Source funding from International Stakeholders, SETAs, Local businesses and Government. *Source funding for occupational programmes. *Secure partnership with industries for student and lecturer placement. *Maintain partnership database. *Secure funding for entrepreneur and innovation hub. *Secure funding for infrastructure developments. *Engage stakeholders.

NB: All applications must be forwarded to The Principal, Lephalale TVET College, Private Bag X210, Lephalale, 0555 or be hand delivered to Lephalale TVET College (Central Office), Corner Nelson Mandela and Ngoako Ramathodi Drives, Onverwacht, Lephalale, 0557. Applications must be submitted on a new Z83 Form (duly completed and signed) obtainable on the internet at www.gov.za/documents and must be accompanied by a comprehensive CV, copies of qualifications (including matriculation & academic record(s), Identity Document and Driver's Licence where applicable. It is the applicant's responsibility to have foreign qualifications evaluated by South African Qualifications Authority (SAQA). It is our intention to promote representivity (race, gender and disability) through the filling of these positions. If you do not receive any response within (3) three months after the closing date of this advertisement, kindly accept that your application was unsuccessful. Suitable candidates will be subjected to personnel suitability checks (criminal record check, citizenship verification, qualification/ study verification and previous employment verification). Applications received after the closing date will not be considered.



Enquiries: Mr PM Mphethi / Ms MN Morena – 014 763 2252 Extension 220/221.

Lephalale TVET College reserves the right to withdraw any of the above positions.

CLOSING DATE: 12 DECEMBER 2022 @16h00.