



**Umalusi seeks to appoint suitable persons with the desired competencies and skills, as External Moderators for the National Senior Certificate (NSC) for the Grade 12 subjects listed below. Subject experts (i.e., Educators, Subject Advisers, Curriculum Developers, Examiners, Moderators and subject experts from the Higher Education Institutions etc.)**

**The current recruitment is for prospective external moderators in the following NSC subjects:**

**LANGUAGES:** Indicate the language level you are applying for as reference:  
HL- Home Language; FAL - First Additional Language; SAL - Second Additional Language

**CONTENT SUBJECTS:** Indicate the name of the subject as reference.

CONTENT SUBJECTS		NON - OFFICIAL LANGUAGES	
Accounting	Marine Sciences	French	Modern Greek
Agriculture (Agricultural Management Practices, Agricultural Technology, Agricultural Sciences)	Maritime Economics	German	Portuguese
Business Studies	Mechanical Technology (Fitting & Machining, Welding & Metal Work, Automative)	Gujarati	Serbian
Computer Applications Technology	Music	Hebrew	Spanish
Engineering Graphics and Design	Nautical Sciences	Hindi	Tamil
Equine Studies	Sports & Exercise Science	Italian	Telegu
Information Technology		Latin	
OFFICIAL LANGUAGES			
Afrikaans	Sesotho	Siswati	Tshivenda
Sepedi	Setswana	South African Sign Language	Xitsonga

REQUIREMENTS	MODERATOR
<b>Qualification</b>	<ul style="list-style-type: none"> <li>• Have <b>at least a recognised four-year post-grade 12 qualification</b>, which includes the subject applied for, or related subjects at third year or honours level.</li> <li>• Be in possession of a <b>valid driver's license</b> as they are expected to travel extensively.</li> </ul>
<b>Experience in teaching the subject</b>	<ul style="list-style-type: none"> <li>• Have at least <b>eight (8) years</b> of teaching experience in the subject applied for in schooling sector or related sector. In the case of newly introduced subjects, the applicants have <b>five (5) years</b> of teaching experience in related subjects.</li> <li>• Be a practicing teacher/ subject advisor <b>at Grade 12</b> or an expert in the subject to be moderated at an institution of higher learning.</li> <li>• Have experience as an <b>examiner and/or moderator</b> of the subject at provincial and/or national level.</li> </ul>
<b>Experience in marking</b>	<ul style="list-style-type: none"> <li>• Have at <b>least five (5) years'</b> experience in the marking of national examinations and/or must have served as a Senior Marker, Deputy Chief Marker, Chief Marker or Internal Moderator.</li> <li>• Be able to conduct external moderation in <b>English/Afrikaans</b> in the subject applied for.</li> </ul>
<b>Knowledge and understanding of the Curriculum and Assessment Policy Statement (CAPS)</b>	<ul style="list-style-type: none"> <li>• Have thorough <b>knowledge and understanding</b> of the Curriculum and Assessment Policy Statement (<b>CAPS</b>) Grades 10-12, Subject Assessment Guidelines (SAG) and all the related curriculum policies and guideline documents.</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Have extensive <b>report writing skills</b>.</li> <li>• Have <b>advanced computer skills</b> (MS. Word, Excel and PowerPoint).</li> <li>• Be willing to <b>work in a team</b> of moderators as a panel.</li> <li>• Be willing to <b>work under tight timeframes</b> and be ready to respond to requests to assist Umalusi at short notice at times.</li> </ul>
<b>Duties</b>	<ul style="list-style-type: none"> <li>• Conduct external moderation of question papers, School-Based Assessment (SBA), Practical Assessment Tasks, Practical Examinations and verification of marking across assessment bodies and make recommendations for improvement.</li> <li>• Develop and submit external moderation reports to Umalusi for the various moderation processes according to the set timelines.</li> <li>• Respond to requests/queries in relation to the subject appointed to moderate at short notice at times.</li> <li>• Be able to conduct investigation and verification of alleged irregularities related to the subject appointed for.</li> </ul>

Enquiries: HCM at (012) 030 0735/36. Interested persons may visit the Umalusi website: [www.umalusi.org.za](http://www.umalusi.org.za) to view the full job advertisements and download the application form. Applications must be forwarded to the following email address: [Recruit.QAA.EXT@umalusi.org.za](mailto:Recruit.QAA.EXT@umalusi.org.za).

Umalusi is an equal opportunity and affirmative action employer, and all appointments will be made in accordance with the organisation's Employment Equity Plan to promote its representivity (race, gender and people living with disability). Correspondence will be limited to shortlisted candidates only. Umalusi reserves the right not to appoint. Failure to attach the fully completed Umalusi application form (not Z83) and your CV (excluding supporting documents) will result in your application being disqualified.

**The closing date for applications is 17 May 2024 at 16h00.**