



Umfolozzi College

FOR FURTHER EDUCATION AND TRAINING

HR DATABASE: INVITATION

Suitably qualified and experienced employment-seekers are invited to submit their relevant details to be included on the Umfolozzi College Human Resources database 2009

1. SUBMISSIONS IN THE FOLLOWING LECTURING FIELDS (PART-TIME AND FULL-TIME) ARE PARTICULARLY REQUIRED:

- 1.1 Computer Science / IT related subjects
- 1.2 Electrical Engineering
- 1.3 Mechanical Engineering
- 1.4 Fitting
- 1.4 Civil
- 1.5 Mathematics & Science

Requirements for above engineering-related fields: While a relevant Diploma / Degree is preferable, candidates with at least a Trade Test & N3 Certificate may register.

- 1.7 Communication/ Language (English)
- 1.8 New Venture Creation
- 1.9 Fashion Design
- 1.10 Financial Management
- 1.11 Hospitality and/or Catering
- 1.12 Human Resources Management
- 1.13 Life Orientation with Computer Literacy (Majors in psychology or equivalent)
- 1.14 Office Administration

Requirements for above business-related fields: Recognised 3 year diploma/ degree with Majors in the relevant subjects.

INFORMATION TO BE PROVIDED:

A covering letter clearly indicating which post you are applying for (**indicate the lecturing field**) • Curriculum Vitae • A Z83 application form (available at www.umfolozicollege.co.za or from schools, colleges and government departments) • Certified copies of all qualifications, your ID Document and driver's licence.*

Please Note:

The HR Database would not necessarily be used for advertised posts. You are therefore encouraged to re-apply for advertised posts. The HR database serves as a pool of potential applicants for unforeseen and urgent HR needs. Therefore, although the college would accept HR database applications throughout the year, it is important that you apply as soon as possible. Applicants may submit completed applications to the HR Unit at the Umfolozzi College Central Office, Naboomnek, Richards Bay, between 08h00 & 15h00.

Enquiries: Mrs ZH Mngoma at 035 902 9511

Umfolozzi College is an accredited Public FET service provider