



LGSETA
CREATING GREATER IMPACT

The Local Government Sector Education and Training Authority (LGSETA) was established in terms of the Skills Development Act No. 97 of 1998 and is responsible for skills development within the Local Government sector. The SETAs were relicensed by the Minister of Higher Education and Training, extending their licence period to 31 March 2020. Accordingly, employment with the LGSETA is determined for a fixed period and aligned to the SETA licence term.

QUALITY ASSURER: GAUTENG – (1 POST) – Ref no.: QAGP/001

Responsible for the provincial accreditation, certification, monitoring and evaluation, quality assurance of learner achievements and registration of assessors and moderators. To provide guidance and support to constituent providers, facilitate the registration of assessors and moderators, promote quality provisioning and ensure compliance with legislation.

Job Requirements: ODETDP Certificate (NQF Level 5) • Ideally a 3 year B-degree or equivalent in HR or Quality Assurance (NQF Level 6) • 3/5 years' experience in an ETD environment, quality assurance and learning programme development • Firm knowledge of the Skills Development, NSDS, QCTO processes, SAQA Act and related legislations • Facilitation and Presentation skills.

Key performance areas: Quality assure providers applying for accreditation with LGSETA at provincial level • Continually monitor and audit accredited providers • Apply for extension of scope to ensure that quality standards required for the provision of services are met • Evaluate assessor and moderator applications and registrations, within the provincial region, based upon SAQA requirements • Quality assurance of all documentation related to registration, accreditation, monitoring, auditing and training processes • Provide monthly reports regarding registration, accreditation, training interventions, monitoring and auditing.

Interested applicants are invited to send their applications to the following e-mail: careers@lgseta.org.za attention: Mr Odwa Chabula. The submitted application/s should consist of a covering letter & Curriculum Vitae (CV) with contactable referee details, and should clearly state the job title and its reference number.

THE CLOSING DATE: **08 June 2018.**

NB: The LGSETA reserves the right not to make any appointment, and should you not receive any correspondence from us by end June 2018, please consider your application as unsuccessful.

*** Only candidates meeting the minimum job requirements need apply.**