

## RECRUITMENT ADVERTISEMENT

### FACULTY OF MANAGEMENT SCIENCES Welkom Campus

#### Part-time lecturers for 2022

- Appointed on an hourly basis for specific semester and/or year subjects (teaching, learning & assessment and related administration).
- The hourly rate of payment depends on the part-time lecturer's qualifications and experience.
- The format of lectures can be expected to be face-to-face, via remote teaching, or a combination/hybrid format, depending on Covid-19 regulations. Facilitation and assessment formats will be subject to change on short notice. Lecturers will be expected to have their own laptop computer.

REFERENCE NUMBER	• FMS2022W	CLOSING DATE FOR APPLICATIONS	• 03 December 2021
MINIMUM QUALIFICATION & EXPERIENCE	<ul style="list-style-type: none"> <li>An appropriate B. Tech / Honours, Master's or Doctorate degree (depending on the level of presentation).</li> <li>The Law service subject lecturing staff applicants must have a relevant Law qualification such as an LLB or LLM qualification.</li> <li>Previous lecturing experience will serve as a recommendation.</li> <li>Experience with electronic education (Blackboard) is recommended.</li> </ul>		
DIRECT ENQUIRIES AND SUBMIT APPLICATIONS TO	<ul style="list-style-type: none"> <li>Ms T Chabana      Business Support Studies</li> <li>Ms N Nonyane      Accounting and Auditing, Government Management and Business Management</li> </ul>	<ul style="list-style-type: none"> <li>057 910 3526 or <a href="mailto:mchabana@cut.ac.za">mchabana@cut.ac.za</a></li> <li>057 910 3686 or <a href="mailto:nmphore@cut.ac.za">nmphore@cut.ac.za</a></li> </ul>	

SUBJECT FIELD(S)	
Business Support Studies	<p><b>(1) Diploma: Office Management and Technology</b> Business Studies I, II &amp; III • Information Administration I, II &amp; III • Work-Integrated Learning for Office Management and Technology I, II &amp; III • Computer Usage I &amp; II • Entrepreneurial Skills (The lecturers for the above subjects must be able to give class during the day time)</p>
Accounting and Auditing	<p>Accounting Software I • Cost Accounting I • Accounting for Educators I, II &amp; III • Professional Skills Development I &amp; II, Taxation I &amp; II • Basic Transaction Recording Practice • Preparation and Financial Reporting I • Mathematics for Accounting I • Financial Accounting I</p> <p>(Minimum requirements of an appropriate B. Tech / Honours, Master's or Doctorate degree (depending on the level of presentation) (or equivalent) <b>or</b> Chartered Accountant South Africa: CA (SA) registered with SAICA (professional qualification) <b>or</b> Professional Accountant (SA) registered with SAIPA <b>or</b> Certified Internal Auditor (CIA) registered with IIA <b>or</b> Certified Management Accountant (CMA) registered with CIMA <b>or</b> Certified Information Systems Auditor (CISA) registered with ISACA. HoD discretion may be applied to appointments, based on the specific field of subject specialisation.)</p>
Government Management	<p><b>1. Diploma Public Management</b> Public Office Management I, Public Resource Management I, Self-Management I, Public Decision-making I, Intersectoral Management I, Public Project Management I, Commercial Law I, Legal Practice I &amp; II, Mercantile Law I, Corporate Procedure II, Public Administration and Management II, Public Human Resource Management II, Public Service Delivery I (The lecturers for the above subjects must be able to give class during the daytime and during the evening classes)</p> <p><b>2. Law Service Subjects</b> Labour Law I (These lecturers must be available during the day and during the evening - most of the classes take place during the day.) (Minimum requirement of LLB or suitable law qualification)</p>
Business Management	<p>Work integrated learning • Fundamentals of Financial Management • Mathematics for Business I • Consumer Behaviour I • Sales Management III • Management of Financial Investments Human Resources Management I • Business Management I • Industrial Relations I &amp; II • Labour Law I (These lecturers must be available during the day and during the evening - most of the classes take place during the day.)</p>

#### IMPORTANT INFORMATION REGARDING YOUR APPLICATION

(Kindly ensure that you read and comply before submitting your application)

- Please complete the appropriate application form available from the contact person listed above
- The University may decide to consider only completed applications consisting of ALL the documents listed below for selection.
  - A completed and signed CUT application form;
  - A comprehensive Curriculum Vitae;
  - A **certified** copy of a South African identity document or a passport;
  - A complete set of **certified** copies of qualifications (only certified copies of documents are required. Please do NOT submit any original documents); and
  - A **certified** copy of the SAQA accreditation of any qualifications obtained at education institutions outside South Africa.

## GENERAL REMARKS

- Candidates will be recruited and appointed in accordance with the Employment Equity and Affirmative Action Programmes of the Central University of Technology, Free State.
- The Central University of Technology, Free State reserves the right to conduct/employ a third party to conduct a background investigation in respect of all short-listed candidates.
- Correspondence will be limited to short listed candidates only. If you haven't received feedback by February 2022, consider your application not shortlisted.
- The Central University of Technology, Free State reserves the right not to make an appointment in the advertised post and/or to appoint other suitable persons recruited by means other than this advertisement. Appointment, either on a permanent or contract basis, will be negotiated with the successful candidate.
- Complete applications, quoting the specific reference number, should reach the contact person listed above on or before the closing date