



# PATERSON PARK PRIMARY SCHOOL

[www.ncsaschools.co.za](http://www.ncsaschools.co.za) |

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**VACANCY: English Language Educator (Inter-Sen Phase)**

**COMMENCING: 01 April 2023**

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## **PATERSON PARK PRIMARY SCHOOL**

Paterson Park Primary School is an independent school operated by the Seventh-day Adventist church in South Africa. Paterson Park Primary is registered with the Department of Basic Education is also accredited by the Adventist Accrediting Association.

The school seeks to appoint a suitably qualified and experienced individual to serve as an Inter-Sen Phase English Language Educator of the institution from 01 April 2023. This is a permanent position.

The successful applicant must be a baptized and a practicing member of the Seventh-day Adventist Church.

## **REQUIREMENTS**

The applicant must:

- Be registered with SACE.
- Be in possession of at least an HED (Higher Education Diploma) or a relevant bachelor's degree with specialization in English or Afrikaans and have relevant teaching experience at this level.
- Applicants should have excellent people skills and be dynamic, enthusiastic, innovative and be able to support the extra-curricular programme
- Must possess excellent interpersonal, communication and writing skills
- Must be self-motivated and organized
- Must be fully computer literate being able to teach and use an interactive board will be advantageous.
- Must take a special interest in his/her pupils and be willing to interact with pupils and colleagues on an intellectual, social, and spiritual level.
- It will be an added advantage if the candidate is able to fluently converse, articulate write and teach through additional languages
- A background check will be made on all shortlisted applicants to ensure they meet all the statutory requirements.

## **REMUNERATION**

Remuneration will be in according to the salary scale structure of the salary scale structure of the Southern Africa Union Conference as applied by the Paterson Park Primary School.

## **FURTHER INFORMATION (necessary documentation):**

- The Paterson Park Primary School through its School Board reserves the right to fill the position from the list of applicants OR to appoint an individual who has not applied OR not to make an appointment.
- Applications should include a cover letter and a detailed curriculum vitae containing the current contact details of at least three contactable referees and certified copies of qualifications, SACE certificate, and Identity document which are not older than three months. A recommendation letter from your local Pastor or Elder as well as your Baptismal certificate should be included in your application.
- The school reserves the right to request the applicant to apply to SAQA for the verification of the qualifications submitted.

**Applications should be addressed to:**

Name: Melissa Du Pont (HR for Schools)

E-mail: [recruitmentschools@nc.adventist.org](mailto:recruitmentschools@nc.adventist.org)

- Only applicants who are shortlisted will be contacted after the closing date.
- Should you not have been contacted by us within thirty days of the closing date, please be advised that your application was unsuccessful.
- Additional information, documentation, and interviews will be required of applicants and will be communicated to the shortlisted applicants by the HR for Schools

**CLOSING DATE FOR ALL APPLICATIONS: Monday, 20 February 2023**