



**FACULTY:** Applied and Computer Science

**DEPARTMENT:** Natural Sciences

**POST:** 2X Lecturer-Chemistry

**POST N°:** 0716 & 0712

**PEROMNES GRADE:** 08

**JOB DESCRIPTION:**

The incumbent will be expected to contribute across teaching, research, community engagement, and academic administration. Responsibilities include, but are not limited to:

**Teaching and Learning**

- Compile work schemes in collaboration with colleagues.
- Professionally prepare teaching media, handouts, and reference materials to supplement prescribed textbooks.
- Facilitate effective learning experiences using contemporary teaching approaches and technology.
- Upgrade course content and develop new courses/modules to meet evolving disciplinary requirements.
- Identify at-risk students, design interventions, provide counselling support, and monitor progress.
- Manage student and peer evaluations of teaching performance and apply appropriate assessment methods.
- Act as programme leader, mentor, and coach; supervise tutors; manage attendance registers, student results, registration, tests, and examinations.

**Research and Scholarship**

- Conduct research, publish in recognised outlets, and present papers at conferences.
- Act as a study leader and supervise research students.
- Seek external research funding and grants.
- Remain current with developments in the field and integrate emerging approaches into teaching and research.

**Community Engagement and Professional Practice**

- Contribute to community engagement initiatives and integrate them into curriculum and research.
- Report on involvement in professional, industry, and/or community activities.
- Maintain professional membership (where appropriate) and participate in ongoing professional development.
- Represent the institution at careers/open days and contribute to programme marketing.

**Curriculum and Quality Assurance**

- Participate in curriculum review and development to ensure alignment with sector norms and accreditation requirements.
- Revise and submit programmes for accreditation by relevant bodies.
- Contribute to quality assurance processes, committee work, and implementation of recommendations.
- Monitor impact of QA interventions within the faculty/department.

### **Leadership, Governance and Administration**

- Contribute to departmental policymaking and academic decision-making.
- Set annual objectives for teaching, research, community engagement, and administration.
- Participate in and chair departmental committees.
- Prepare reports and consult with relevant stakeholders.
- Prepare and implement a development plan for career progression.

### **APPLICATION CRITERIA:**

#### **Qualifications and Experience:**

- Master's degree (NQF level 9 or equivalent) in Chemistry.
- Minimum of two years' work experience in teaching and learning theory and practice within a higher education context.
- Experience in an academic development environment, particularly in professional development, will be an advantage.
- Strong understanding of contemporary learning, teaching, and assessment practices.

#### **Skills and Competencies:**

- Strong ability to establish and maintain professional working relationships with faculty colleagues.
- Capacity to adapt to the diverse learning needs of adult learners.
- Excellent interpersonal, conflict management, communication (verbal and written), report writing, and presentation skills.
- Ability to work effectively both independently and as part of a team.
- Strong attention to detail with sound organisational, administrative, and management skills.
- Self-driven, with proven ability to prioritise multiple tasks and meet deadlines.
- Competence in using technology to engage with students and staff and to support learning.
- Proficiency in the Microsoft Office Suite (Word, Excel, and PowerPoint).

**CLOSING DATE FOR APPLICATIONS: 27 October 2025**

### **Application requirements**

1. A fully completed prescribed application form, obtainable from [www.vut.ac.za](http://www.vut.ac.za).
2. A detailed curriculum vitae (explicitly stating relevant experience or knowledge in the fields mentioned above).
3. Certified copies of all academic records and certificates or degrees.
4. A certified copy of your South African identity document.
5. Current contact details of referees.
6. Applications must be emailed to [recruitment4@vut.ac.za](mailto:recruitment4@vut.ac.za). Please quote the post reference and post description in the subject line.
7. No manual applications will be accepted. Incomplete applications, or applications submitted without the application form and required supporting documents, will be disregarded.
8. Only applications submitted using the official VUT application for employment form will be considered.
9. Correspondence will only be entered into with shortlisted candidates. If you do not hear from VUT within three months of the closing date, please regard your application as unsuccessful.

### Please note

- By submitting your application, you consent to VUT verifying your qualifications and sharing your personal information with the selection panel and other authorised persons involved in the recruitment process. Candidates with foreign qualifications must submit a South African Qualifications Authority (SAQA) certificate of evaluation. VUT is an equal opportunity and affirmative action employer. In compliance with the Employment Equity Act No. 55 of 1998 (as amended), and in line with its Employment Equity Plan and Recruitment Policy, preference will be given to suitably qualified candidates from designated groups, specifically African, Coloured, and persons with disabilities.
- VUT reserves the right not to make an appointment.

