



SEFAKO MAKGATHO HEALTH SCIENCES UNIVERSITY

SCHOOL OF SCIENCE AND TECHNOLOGY

DEPARTMENT OF BIOLOGY AND ENVIRONMENTAL SCIENCES

Sefako Makgatho Health Sciences University (SMU) offers professional health sciences training and education in a range of fields through excellence in teaching, learning, innovative research and community engagement. SMU is situated in Ga- Rankuwa (North of Pretoria) and the following position is currently available.

Lecturer: (MBCHB) (ECP) 5-year fixed-term contract) (1 Post)

Ref: 34/2023/NGM//P8

The University is looking for an energetic individual with the requisite academic stature who will be responsible for Teaching & Learning, Assessment, Curriculum review and Development, Educational Research, Service and Community Engagement in the academic department, Biology and Environmental Sciences within Sefako Makgatho Health Sciences University. The incumbent reports to the Head of Department: Biology and Environmental Sciences and will furthermore meet the requirements and be responsible for the key performance areas and competencies listed below.

REQUIREMENTS

- Master's degree in Biology or Zoology
- At least two (2) years of teaching experience in an Institution of Higher Learning
- Publications in peer reviewed and/or non-peer reviewed journals will be a strong advantage
- Evidence of participation in community project or community related activities that advance scholarly reputation
- Track record of publications and postgraduate student supervision will be an added advantage
- Proven ability to navigate online platforms such as Blackboard Collaborate, Zoom and Microsoft Teams with requisite proficiency
- Computer literacy, with a sound knowledge of MS Word, MS Excel, and Internet
- A valid South African driver's license will be an added advantage

COMPETENCIES

- Technical/ professional knowledge and skill
- Formal presentation
- Coaching and mentoring
- Learner focus
- Continuous learning
- Decision making and problem solving
- Communication (verbal and written)

- Interpersonal skills
- Professional and ethical standards
- Adaptability
- Managing work standards

KEY PERFORMANCE AREAS

- Undertake teaching and learning at undergraduate level
- Set up Practicals for the Biology students
- Research and utilise new and emerging approaches and technology in teaching and learning
- Keep abreast of developments within own field of study and its implications for teaching and learning
- Contribute and participate in curriculum development and review
- Contribute to community engagement initiatives and integrate community engagement interventions into curriculum
- Contribute to academic student development by identifying students at risk timeously and develop intervention strategies, monitor student progress and make necessary referrals
- Generate original and current student lists from the University enrolment platform as well as other required documents
- Capture student results on the ITS System timeously and accurately
- Ensure proper record keeping
- Compile relevant reports, and communicate and consult with relevant stakeholders
- Undertake associated administrative duties regarding attendance registers, student registration and results, supervision of tests and examinations
- Participation in departmental committees
- Ensure compliance with the University's safety and health policies and procedures
- Contribute to the overall development of SMU, and actively improve institutional culture
- Perform any other duties assigned by the HOD and/or Dean

Closing date: 30 June 2023

Applications from Employment Agency will not be considered.

Typed applications (**quoting the reference number**) which should contain a comprehensive curriculum vitae, certified copies of all qualifications and contact details of three referees, should be forwarded, for the attention of Ms NG Motsamai, to the Human Resources Department, P.O Box 68, Medunsa, 0204 or e-mail applications in MS Word and PDF format, to hr.recruitment1@smu.ac.za

Applications may also be posted OR hand delivered to (place in the application box):

Human Resources Department, 5th Floor, Clinical Pathology building, Sefako Makgatho Health Sciences University, Molotlegi Street, Garankuwa, OR Human Resources Department, P. O. Box 68, MEDUNSA, 0204.

It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). Failure to submit the requested documents/information will result in your application not being considered.

Telephonic enquiries regarding conditions of service: (012) 521-3893

The Sefako Makgatho Health Sciences University is an Equal Opportunity and Affirmative Action Employer.

Correspondence will be limited to short-listed candidates only. Applicants who have not been contacted within 30 days of the closing date must consider their applications as unsuccessful.

The university reserves the right to make or not to make an appointment