



**Tshwane University
of Technology**

We empower people

VACANCY BULLETIN

**The Faculty of Management Sciences requires the services of Part-Time Teaching Assistants for 2026 at the FACULTY OF MANAGEMENT SCIENCES
Ref: 26/M28**

The Faculty of Management Sciences requires the services of Teaching Assistants for 2026

The University invites suitably qualified and motivated postgraduate students and graduates to apply for Teaching Assistant (TA) positions in its fully online programmes. These are short-term appointments (8-week blocks) aligned to specific module delivery periods.

Minimum Requirements

- A Postgraduate qualification (Honours/Postgraduate Diploma/Master's) in the relevant discipline
- Strong academic performance in the subject area
- Basic digital literacy and ability to work in an online learning environment

Key Responsibilities

Teaching Assistants will support the module facilitator in delivering high-quality online learning.

Responsibilities include:

- Responding to student queries in a timely and professional manner
- Supporting student engagement in online discussions and activities
- Assisting with the marking of assessments in line with provided rubrics and guidelines
- Providing constructive feedback to students
- Monitoring student participation and identifying at-risk students
- Assisting with administrative tasks related to the module where required

Skills and Competencies

- Good written communication skills
- Strong organisational and time management abilities
- Attention to detail and commitment to quality
- Ability to work independently in a structured online environment
- Professionalism and adherence to academic integrity standards

Additional Requirements

- Availability for the full 8-week module duration
- Access to a reliable internet connection and suitable device
- Willingness to undergo orientation/training on the Learning Management System (LMS)

People with disabilities are encouraged to apply.





**Tshwane University
of Technology**

We empower people

VACANCY BULLETIN

Remuneration

Remuneration will be aligned to institutional guidelines and is subject to submission of required deliverables and performance standards.

Application Process

Interested candidates should submit:

- A brief CV
- Certified copies of qualifications
- Academic transcript
- A short motivation indicating the relevant module/discipline

Closing Date: 08 May 2026

Note: Preference may be given to candidates with prior tutoring experience

PRETORIA WEST CAMPUS

Business and Information Management Services
• MokoenaT2@tut.ac.za
Marketing, Supply Chain and Sport Management
• RecruitmentMLS@tut.ac.za
People Management and Development
• pienaarim@tut.ac.za

People with disabilities are encouraged to apply.

