Tshwane University of Technology

We empower people

Part-Time Lecturers
Faculty of Management Sciences
Department of Management and Entrepreneurship
Pretoria West campus
Ref: 26M47

The Department of Management and Entrepreneurship in the Faculty of Management Sciences requires the service of Part-Time Lecturers at Pretoria West campus for 2027 academic year.

INTRUCTIONS: Applicants are required to submit, together with the CVs, a fully completed standardized application form from the university intranet as well as recently certified copies of qualifications and Identity Document. Failure to comply with this instruction will disqualify the candidate. Candidates may be subjected to appropriate psychometric testing and other selection instruments.

Critical Performance Areas

- Preparing and conducting lectures: Deliver high-quality lectures tailored to various skill levels in the allocated modules.
- General Administration: Manage administrative responsibilities, such as compiling learning and updating study guides, uploading module content on myTUTor and assessment marks on ITS, and keeping student records up to date. Maintain up-to-date subject files for each subject taught.
- Assessment: Design and mark tests, assignments, and projects, aligning with module-specific learning outcomes. Ensuring all allocated subjects adhere to the assessment structure and time frames (submission of marks, moderators, and other related processes).
- Departmental Participation: Contribute to departmental and subject-specific meetings, bringing industry and academic insights to discussions.
- Advanced Presentation Skills: Employ creative and interactive teaching methods to foster student engagement and learning.
- Proven Ability to use Teaching Technology: Incorporate modern teaching platforms (e.g., myTUTor), design software, and digital tools into teaching practices.
- Implementing the faculty's teaching and learning strategy with evidence.
- Student Consultation: Provide weekly academic support during consultation hours, offering mentorship and guidance tailored to individual student needs.

Minimum Requirements

1. Academic qualifications:

- A Master's Degree (NQF Level 9) in Business Management, Business Administration and Entrepreneurship. Applicants must have a relevant foundational degree or diploma in Business Management, Business Administration, or Entrepreneurship.

2. Experience:

- Three years of teaching experience at a tertiary institution and/or three years of relevant industry-related experience will be required.
- For Entrepreneurship-related subjects, at least three years of experience in business coaching & mentorship.

- For Research Supervision, proven track record of supervising master's and doctoral students to completion.
- Proficiency in MS Office and other teaching and learning technology software.
- Full proficiency in English is a prerequisite.

3. Registration with a professional body (if applicable):

- Being a Member of a professional body will be an added advantage.

In your application, **state which position/module(s) you are applying for**.
Insert a **cover letter** stating the position and modules for which you are applying.
Send your CV (Include Certified copies of your academic record, qualifications, and ID document) to Ms. Elizabeth Mpshe mpsheme@tut.ac.za
Enquiries: Prof TP Kele keletp@tut.ac.za

Only successful applicants receive a part-time salary in accordance with the TUT Policy.
No additional remuneration for travel, relocation, etc.

Closing date: 02 November 2026

If we have not responded within a month of the closing date, you should consider your application unsuccessful. Correspondence will only be entered into with short-listed candidates. The University reserves the right not to make an appointment.

CAMPUS: ARCADIA AND PRETORIA
NUMBER OF HOURS: 12 PER WEEK
Year
Day Class
GROUPS: 3 Groups
COURSE:

- Bachelor of Health Science in Clinical Technology
- Bachelor of Health Science in Biokinetics
- Bachelor of Radiography in Dagnostics
- Bachelor of Med Ort and Prost
- Advanced Diploma Somatic

HAM307P
HAM107V

- Health Care Administration I

CAMPUS: PRETORIA AND ARCARDIA
NUMBER OF HOURS: 8 PER WEEK
Year
Day Class
GROUPS: 2 Groups
COURSE:

- Diploma Somatic
- Diploma in Landscape Technology
- Diploma in Horticulture

BSP206D

- Business Practice I

CAMPUS: PRETORIA
NUMBER OF HOURS: 12 HOURS PER WEEK
Year (2 People)
Day Class
GROUPS: 4 Groups
COURSE:

- Diploma in Administrative Management (Finance)
- Diploma in Administrative Management (General)
- Diploma in Supply Chain Management

BSM206D

- Business Management II

CAMPUS: PRETORIA
NUMBER OF HOURS: 19 HOURS PER WEEK
Year
Work-Integrated Learning
GROUPS: 3 Groups
COURSE:

- Diploma in Administrative Management (Finance)
- Diploma in Credit Management
- Diploma in Administrative Management (General)

ADX326D

- WIL in Administrative Management

CMX326D

	WIL in Credit Management
CAMPUS: PRETORIA **NUMBER OF HOURS**: 12 HOURS PER WEEK First Semester 1 (2 People) Day Class **GROUPS:** 2 Groups **COURSE:** • Diploma in Administrative Management (Finance) • Diploma in Administrative Management (General) ADM316D • Administrative Management III	**CAMPUS:** PRETORIA **NUMBER OF HOURS**: 12 HOURS PER WEEK Year Day Class **GROUPS:** 2 Groups **COURSE:** • Diploma in Administrative Management (Finance) • Diploma in Administrative Management (General) ADM206D • Administrative Management II
CAMPUS: PRETORIA **NUMBER OF HOURS**: 12 PER WEEK Year/First Semester Day Class **GROUPS: 2** Groups **COURSE:** Diploma in Entrepreneurship BME105D (YEAR) BME206D (YEAR) • Business Management For Entrepreneurs I • Business Management For Entrepreneurs II	**CAMPUS:** PRETORIA **NUMBER OF HOURS**: 12 PER WEEK Year Day **GROUPS: 3** Groups **COURSE:** • Diploma in Industrial Design BMN105D BMN206D BNN306D • Business Management I • Business Management II • Business Management III
CAMPUS: PRETORIA **NUMBER OF HOURS**: 12 PER WEEK First Semester (2 People) Day Class **GROUPS: 2** Groups **COURSE:** Diploma in Entrepreneurship BME316D (YEAR) • Business Management For Entrepreneurs III	**CAMPUS:** PRETORIA **NUMBER OF HOURS**: 18 HOURS PER WEEK Year Day Class **GROUPS:** 3 Groups **COURSE:** • Diploma in Supply Chain Management • Diploma in Credit Management BSM105D • Business Management I
CAMPUS: PRETORIA **NUMBER OF HOURS**: 12 PER WEEK Year Day Class **GROUPS: 2** Groups **COURSE:** Diploma in Entrepreneurship ETR105D • Entrepreneurship I	**CAMPUS:** PRETORIA **NUMBER OF HOURS**: 12 PER WEEK Year Day Class **GROUPS: 2** Groups **COURSE:** Diploma in Entrepreneurship ETR206D • Entrepreneurship II
CAMPUS: PRETORIA **NUMBER OF HOURS**: 12 HOURS PER WEEK Year Day Class **GROUPS:** 2 Groups **COURSE:** • Diploma in Supply Chain Management • Diploma in Work Study	**CAMPUS:** PRETORIA **NUMBER OF HOURS**: 12 HOURS PER WEEK First Semester (2 People) Second Semester (2 People) Day Class **GROUPS:** 2 Groups **COURSE:** • Diploma in Administrative Management (Finance)

BSM306D • Business Management III	• Diploma in Administrative Management (General) • Diploma HR BSM316D (First Semester) BSM326D (Second Semester) Business Management III
CAMPUS: PRETORIA **NUMBER OF HOURS**: 12 PER WEEK First Semester Day Class **GROUPS: 2** Groups **COURSE:** Diploma in Entrepreneurship BET316D (First Semester) • Business Ethics III	