



**Tshwane University
of Technology**

We empower people

VACANCY BULLETIN

Coordinator: Employment Service (Employability Practitioner) X 2 : One Year Fixed Term

**Post level: 8
Ref. 26/K18**

The Department of Cooperative Education (DCE) in the Directorate of Higher Education Development and Support (HEDS) has a fixed term Coordinator Employment Service (Employability Practitioner) position at the Soshanguve/Pretoria campus.

INSTRUCTIONS: Applicants are required to submit together with the CVs, a standardized application form available 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. Further note that candidates may be expected to make a presentation or undergo competency testing.

Critical Performance Areas

- Co-ordinate, facilitate and execute the WIL function in DCE and faculties with the purpose of ensuring that the final year undergraduates receive WIL opportunities.
- Co-ordinate and execute the Employability function in DCE and faculties with the purpose of ensuring that the graduates find employment.
- Co-ordinate and execute SETA-funded initiatives with Faculties.

Minimum requirements

- A relevant Bachelor's degree at NQF level 8
- Minimum of 3 years relevant experience in cooperative education (WIL, Employability, industry and SETA funding)

Additional requirements

- Driver's license with at least two years driving experience

People with disabilities are encouraged to apply.





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**Send your CV to: RecruitmentMM@tut.ac.za
Enquiries: Kruger Lorika (012 382 5074)
Closing Date: 03 May 2026**

NB: If we have not responded within a month from the closing date, you should regard your application as unsuccessful. Correspondence will only be entered into with short-listed candidates. **The University reserves the right not to make an appointment.** It is the intention of the University to promote representativity in respect of race, gender and disability through the filling of this post.

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