

**VISION****Shape and own the future**

To be a transforming, equitable, sustainable, and academically excellent University of Technology anchored in its communities.

MISSION

To offer technological, career-directed educational programmes focussing on the innovative problem-solving research and engage with government, business, industries and communities as end-users.

LEARNING, TEACHING AND DEVELOPMENT CENTRE**WRITING CENTRE PRACTITIONER (P9): REF – WC02
ONE-YEAR FIXED TERM CONTRACT****Key Performance Areas:**

- Planning, management and implementation of the Writing Centre programmes.
- Facilitate the development of academic writing competencies amongst staff and students.
- Conduct research on language and academic literacies.
- Participate in staff and students support provided by the LTDC and other departments.
- Design and delivery learning materials on writing pedagogies.
- Collaboration with lecturers in developing disciplinary writing content.

Minimum Requirements:

- Honours Degree or equivalent, preferably with a Linguistics/Language Education specialization.
- A minimum of three (3) years working in a Post School Education and Training (PSET) environment.
- A minimum of one year Writing Centre experience.

Recommendations:

- Master's degree.

Competencies:

- Excellent computing skills especially in MS Office.
- Negotiation skills.
- Presentation skills.
- Report writing skills.
- Strong written and verbal communication skills

Salary Scale: R425 119.00 – R592 103.00 (P9) basic salary per annum.

Benefits: 13th cheque, housing subsidy, pension, group life, medical aid, and study grant.

Interested applicants should send (a) a motivation detailing the extent to which they meet the requirements of the position; (b) an application form (downloadable from www.mut.ac.za); (c) a Curriculum Vitae; (d) certified copies of academic qualifications plus academic records including matriculation certificate (**Please provide academic transcripts and SAQA evaluation certificate, if qualifications were obtained outside South Africa**), proof of professional registration with a relevant professional body where applicable and copy of a valid driver's license (where applicable) (e)certified copy of the identity document. ; and (f) names of three contactable referees to: Department of Human Resources and Development, via email: hr@mut.ac.za.

No manual applications will be accepted. Incomplete applications or applications without the application form and required documents will not be considered.

Only shortlisted candidates will be contacted. If you don't hear from MUT within 3 months, please deem your application unsuccessful.

Enquiries may be directed to:

Tel: (031) 907 7560 / 7328

Closing Date: 13April 2026

Mangosuthu University of Technology is committed to meeting the objectives of Employment Equity to improve representivity within the institution. Preference will be given to applicants from designated groups in accordance with our Employment Equity targets including people with disabilities. The candidates advancing achievement of the Departmental EE targets will be given preference

The University reserves the right NOT to make an appointment.