

WEBSITE ADVERT

Invitation to Apply to be added on the FP&M SETA Database for Monitoring & Evaluation as an Independent Sector Skills Advisor ISSA

DEPARTMENT	:	GOVERNANCE, RISK, COMPLIANCE AND LEGAL
DIVISION	:	MONITORING AND EVALUATION
REGION	:	GAUTENG (Comprising Gauteng, Northwest, Mpumalanga, and Limpopo), KWA-ZULU NATAL (comprising Kwa Zulu Natal, Free State and Eastern Cape) AND WESTERN CAPE (comprising Western Cape and Northern Cape)
MINIMUM SKILLS/EXPERIENCE AND KNOWLEDGE REQUIRED	:	<ul style="list-style-type: none"> • 3 Year Diploma/ODETDP/Certificate in Education, Training and Development or equivalent qualification • Understanding of the SETA regulatory environment • Good written, verbal communication and reporting skills • Organization and time management skills • Being pro-active, positive, and enthusiastic • Ability to work independently • Valid Driver's License • Mobile – have own transport • Have own work tools – laptop, cellphone, and access to own data
BEHAVIOURAL DIMENSIONS REQUIRED	:	<ul style="list-style-type: none"> • Brand leadership • Positive influence capabilities • Independence • Precision • Cognitive application of coherent principles • Confidentiality
KEY PERFORMANCE AREAS	:	<ul style="list-style-type: none"> • Conduct site visits for monitoring and evaluation of Discretionary Grant funded projects • Conduct Site Visits for Monitoring and Auditing of Accredited Skills Development Providers • Compile and submit Written Reports for each site visit conducted • Any other tasks as assigned by Management

APPLICATION PROCEDURE	:	<ul style="list-style-type: none"> • Interested individuals/organizations must forward their application for the attention of Mr. Linda Mngadi at LindaM@fpmseta.org.za by 16h30 on the 30 June 2022 • The following documents must accompany the application • Application Letter • CV • Certified copy of the ID and the qualifications
<i>DATE CIRCULATED</i>	:	<i>07 MARCH 2022</i>
<i>CLOSING DATE</i>	:	<i>11 MARCH 2022</i>
<i>TEL NUMBER / E-MAIL</i>	:	<i>011 403 1700 / LindaMt@fpmseta.org.za</i>

The FP&M SETA encourages suitably qualified historically disadvantaged individuals (HDIs) to apply. The SETA reserves the right to amend the advert and not to make an appointment.

*** Only candidates meeting this criterion need to apply and please attach your CV and qualifications.**