URhulumente weNtshona Koloni

ISebe leMfundo leNtshona Koloni
ICandelo lokuGaya nokuKhetha aBasebenzi

POSITIVE ABOUT PEOPLE WITH DISABILITIES

ISANDULELA SOLUHLU 1 LWEZITHUBA ZENGQESHO ZIKARHULUMENTE EZIKUMAZIKO ZIKA-2026

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ISebe leMfundo leNtshona Koloni (i*WCED*) liphakamisa yaye lisebenzisa imigaqo kaMakulinganwe kwiNgqesho yaye lizimisele ekunikezeleni iinkonzo ngendlela esebenzayo nesemgangathweni.

Abantu abaphila nokukhubazeka bamkelekile ukuba bazifake izicelo, futhi ke ukuba abenzi-zicelo abakumila kunjalo bathi bafakwe kuluhlu olufutshane, bayacelwa ukuba batsho ukuba bangalungiselelwa njani na ukuze izilungele iimeko zabo le nkqubo. Ngoko ke, chaza ngemeko yokukhubazeka kwakho ukulungiselela iinguqu kule nkqubo.

IMIYALELO

Olu luxwebhu lwengcaciso luneentlobo zemisebenzi eyahlukeneyo yaye lubhekiswe kwabo baza kufaka izicelo, iinqununu, amabhunga kwanakubo bonke abasebenzi be*WCED* ababandakanyekayo kwinkqubo yokugaywa nokukhethwa kwabasebenzi, nokuba yiyiphi na indima okanye inxaxheba abayidlalayo. Onke amahlakani nabenzi-zicelo bayacetyiswa ukuba balufunde lonke olu xwebhu.

1. **INTSHAYELELO**

1.1 Olu Luhlu 1 lweZithuba zeNgqesho luka-2026 luqulethe izibhengezo zezithuba zengqesho zikarhulumente ezikumaziko.

1.2 Kuluxanduva lwenqununu ukuqinisekisa ukuba **abasebenzi nebhunga lolawulo lwesikolo** banolwazi ngokupheleleyo ngokuqulethwe kwesi sandulela, ngoko ke makwenziwe iikopi zaso yaye zisasazwe.

1.3 **Nawuphi umbuzo ongesithuba somsebenzi esibhengezweo kolu luhlu mawubhekiswe kwisikolo esibhengeze isithuba eso.**

1.4 **Inombolo yesibhengezo** sengqesho mayibhalwe kuyo yonke imbalelwano.

1.5 **Ukupapashwa kwesibhengezo sesithuba sengqesho akuthethi ukuba ukuvingcwa kwaso kuya kugunyaziswa yi*WCED*. I*WCED* inalo ilungelo eligunyazisiweyo lukuthabatha nasiphi na isithuba sengqesho esingakhange sibe nakuvingcwa njengesixhoxisiweyo.**

1.6 Umhla wokuqeshelwa kwezithuba zengqesho ezikolu Luhlu uya kumiselwa yi*WCED*.

2. **IZICELO**

2.1 Izicelo kufuneka zenziwe kusetyenziswa inkqubo i-e-*Recruitment System*. Le nkqubo isebenza ngokungena kwiziko lewebhu yaye iyakufumaneka ngokungena kweli khonkco: https://www.westerncape.gov.za/education (Cofa ku-"*Vacancies*" kwikhasi lesebe kwiziko lewebhu ukuze ube nokungena kule nkqubo).

2.2 Ngokusekelwe kwizimvo ezivela kubasebenzisi, i*WCED* imisele iinguqu zokuphucula i-*e-Recruitment System*, ngokukodwa kumacandelo *e-Employment History and Experience*. Abenzi-zicelo mabaqinisekise ukuba bayasifunda isikhokelo sezicelo i"*Applicant online user guide*" esifumaneka kwikhasi ekungenwa kulo kwi-*e-Recruitment System* kule nkalo, ngaphambi kokuba bafake izicelo.

2.3 Abenzi-zicelo abanenombolo yePERSAL mabaqinisekise ukuba bayifakile xa bebhalisa kule nkqubo. Inkqubo le iya kubanika inombolo eyodwa abenzi-zicelo abangenayo inombolo yePERSAL.

2.4 Inkqubo le ixhomekeke ekubeni abenzi-zicelo bafake iinkcukacha zabo *online* ngaphambi kokuba bafake izicelo kwizithuba zengqesho ukuze ukuba inkqubo le ibe nokulanda I*curriculum vitae* (iCV) yomfaki-sicelo.

2.5 IiCV zigcinwa kwikhompyutha yaye zinako ukuhlaziywa zikwikhompyutha.

2.6 Abenzi-zicelo mabaqaphele ukuba iiCV namaxwebhu ayinkxaso mawangafakwa kule nkqubo. Inkqubo le iya kuzenzela iCV isusela kwiinkcukacha ezifakwe kubuqu bomfaki-sicelo *online*.

2.7 Abenzi-zicelo mabaqinisekise ukuba xa besenza isicelo sesithuba somsebenzi bayayibhala ikhontenti efezekisa **ezona ziphantsi iimfuno ezimiselweyo zengqesho** njengoko zibhaliwe kwisibhengezo sezithuba ukulungiselela i-CV eyenziwa yisistim yaye mabaqinisekise ukuba baklikha **inombolo yesibhengezo sesithuba echanekileyo.**

2.8 **I*WCED* ayithabathi xanduva nangayiphi na imeko apho abenzi-zicelo benze impazamo yokufaka izicelo kwizithuba zengqesho ezingachanekanga.**

2.9 Abenzi-zicelo mabaqinisekise ukuba bafaka ubuncinci amagama **amathathu abantu abaqhakamshelekayo.**

2.10 Kwisicelo ngasinye esifakiweyo, le nkqubo iya kuvelisa ileta (eyi-imeyili) ngoko nangoko engqina ukufumaneka kwesicelo sesithuba eso.

2.11 Imbalelwano iya kunikezelwa kuphela kwabo bafaki-zicelo bafakwe kuluhlu olufutshane. Ukuba umfaki-sicelo ofakwe kuluhlu olufutshane uthi abe unesidanga

selizwe elilelinye, kuya kudingeka isiqinisekiso sezinga leso sidanga esisuka kwi*South African Qualifications Authority*.

2.12 Ixesha nomhla wokuvalwa kokufakwa kwezicelo yi**24:00 (ezinzulwini zobusuku) ngowe-20 Matshi ka2026.** I*WCED* ayilwamkeli uxanduva ngezicelo ezingafakwanga kuselithuba yaye ayiyi kuzamkela izicelo ezifike sekuvaliwe.

3. **IMIYALELO KUMABHUNGA OLAWULO**

3.1 Ngokwemigaqo yecandelo 20(*j*) le*South African Schools Act, ka1996 (uMthetho 84 ka1996),* ibhunga lolawulo malenze isindululo ngokuqeshwa kwabasebenzi bakarhulumente esikolweni.

3.2 Bonke abasebenzi bakarhulumente abangaphezu kwemfuneko nabathi bafake isicelo sengqesho kwisithuba esikhoyo kufuneka bafakwe kuluhlu olufutshane ukuba isikhundla eso sithuba siyalingana nesikhundla akuso ngok umntu, o.k.t. umfaki-sicelo lowo uya kuthi, ukuba uphumelele, uya kuthi avumele ukusiwa kwesinye isikhundla esikwalingana neso ebekuso.

3.3 Umhla wokuqeshwa kwezi zithuba uya kumiselwa yi*WCED*.

4. **INKQUBO YOKHETHO**

4.1 Kulindeleke ukuba abenzi-zicelo abakuluhlu olufutshane babekho kudliwano-ndlebe ngomhla, ngexesha nakwindawo emiselwe libhunga lolawulo.

4.2 I*WCED* iya kulinkonya ilungelo eligunyazisiweyo lokungaqeshi mntu nakweziphi na izithuba ezibhengeziweyo.

5. **UDLIWANO-NDLEBE**

Ukuba abenzi-zicelo bathi babizelwe kudliwano-ndlebe, kuya kufuneka beze nala maxwebhu alandelayo:

(a) Ikopi eqinisekisiweyo **yesazisi**
(b) Iikopi eziqinisekisiweyo zamaxwebhu **zezatifikethi zeediploma nezezidanga** (amaxwebhu entsusa akasayi kubuyiswa)
(c) Ifomu yebhanki
(d) Ifom yebhonasi
(e) I*Dots 360 form* (eyifomu yeengqinisekiso)
(f) Ikopi yakhe eqinisekisiweyo **yokubhaliswa *kwiNkonzo yeRhafu yoMzantsi Afrika*** ngenjongo yerhafu yengeniso
(g) Ikopi yakhe eqinisekisiweyo **yesatifikethi seRejista kaZwelonke yaBaxhaphaza ngokweSondo *(iNRSO)*** esivela kwiSebe loBulungisa noPhuhliso loMgaqosiseko (yiya kumhlathi 6 ukuze ufumane ingcaciso ethe vetshe).

6. **INKQUBO YOKUQWALASELWA KOKUFANELEKA KWABASEBENZI**

6.1 Abagqatswa kufuneka baqwalasele ukuba kuya kwenziwa inkqubo yokuqwalaselelwa kwabo ukufaneleka bakuba befakwe kuluhlu olufutshane kwanokuba ukuqeshwa kwabo kuxhomekeke kwiziphumo ezihle zezi nkqubo zengqwalasela ezithi njengoko limisela iSebe leNkonzo kaRhulumente noLawulo zibandakanye ukuqinisekiswa kwemfundo yabo, amarekhodi olwaphulo-mthetho, ukuqinisekiswa kwesimo sabo ngokwamatyala ndawonye nokuqhakamshelana nabo babafake njengamangqina.

6.2 Ngapha koko, makuqatshelwe ukuba uMongameli waseMzantsi Afrika uvumile ukumiselwa koMthetho i*Criminal Law* (*Sexual Offences and Related Matters*) *Amendment Act Amendment Act*, ka2021 (uMthetho 13 ka2021), ngenjongo yokwenza luqilima ukulwisana nobundlobongela obusekelwe kwisini, phakathi kwezinye izinto, ngowama28 kwekaJanuwari ka2022. Ngokusekelwe kwezi zihlomelo zivunyiweyo, i*WCED* ibambisene *neSebe loBulungisa noPhuhliao loMgaqosiseko kunye neSebe loPhuhliso loLuntu*, lingene kwinkqubo **yokuqinisekisa ukuba onke amagosa athi aqeshwe ngokwenkqubo yokugaya nokukhetha abasebenzi, amagosa asele ekule nkonzo, ndawonye nabanye abantu abaza kusebenza nabantwana, baqwalaselwa ngokwenkqubo yeRejista ye*NRSO* kwakunye *neRejista yoKhuseleko lwaBantwana* (i*NCPR*).**

6.3 Ngoko ke, abagqatswa bayanyanzeleka ukuba bagcwalise uFomu8 (uJ739). Oyena Fomu 8 (onguJ739), okhatshwa ngu*SAPS* 69i kunye nekopi yakhe yesazisi eqinisekisiweyo kufuneka zisiwe kuNdlunkulu ngokuthi zigqithwe kwi-ofisi yesithili echaphazelekayo kusetyenziswa inkqubo emiselweyo.

6.4 **Njengenxalenye yale nkqubo ingentla yengqinisekiso, iCandelo loGayo noKhetho, liya kwenza lo msebenzi wengqinisekiso ngokwenkqubo ye*NCPR*** ngokuqala ligqithe kwiSebe loPhuhliso loLuntu. Ukungeniswa kwesicelo sesithuba sengqesho esibhengeziweyo kunika ngokuphandle i*WCED* imvume yokwenza inkqubo yengqinisekiso ngokuthi igqithe kwiSebe loPhuhliso loLuntu.

7. **EZIPHANGALELEYO**

7.1 **La maxwebhu alandelayo okutyumba kufuneka atyikitywe ngusihlalo webhunga lolawulo:**
(a) **Imizuzu yokwenziwa koluhlu olufutshane**
(b) **Imizuzu yodliwano-ndlebe**
(c) **Ukuvunywa kweenkqubo zokuqashwa kwabagqatswa abatyunjiweyo.**

7.2 Imizuzu yoluhlu olufutshane kufuneka iquke izizathu ngomfaki-sicelo ngamnye zokuba kungani na umfaki-sicelo othile engafakwanga kuluhlu olufutshane lwabatyunjiweyo. Makuqhotyoshelwe amaxwebhu aqulethe amanqaku.

7.3 Imizuzu yodliwano-ndlebe kufuneka iqulathe izizathu ngomfaki-sicelo ngamnye ezimalunga nokuba kungani na umfaki-sicelo obebiziwe kudliwano-ndlebe engasityunjelwanga eso sithuba. Makuqhotyoshelwe amaxwebhu aqulethe amanqaku.

7.4 Lo gama imigqaliselo igunyazisa ukuba kutyunjwe amagama amathathu kwisithuba ngasinye, i*WCED* iyakuqonda ukuba akusoloko kukwazeka ukuthotyelwa kwalo mgqaliselo. Kwimeko apho kutyunjwe igama elinye okanye amabini kuphela, ibhunga lolawulo kufuneka linike izizathu ezivokothekileyo kwingxelo eyahlukileyo, nekufuneka ityikitywe ngusihlalo webhunga lolawulo, ngokuba kungani na kungakwazekanga ukutyunjwanga amagama abagqatswa abathathu.

7.5 Imigqaliselo yokuziphatha ngokusulungekileyo njengoko ikhankanywe kwiMiqathango i-*Public Service Regulations* 13, 57 naku 91, kufuneka ibe yikhrayitheriya enyanzelekileyo yemigaqo yokwenza iNkqubo yokuGaya nokuKhetha aBasebenzi eyenzelwe onke amanqanaba engqesho. Amabhunga olawulo acetyiswa ukuqinisekisa ukuba ayawubandakanya umbuzo wokuvavanya ukuthembeka komenzi-sicelo(ngokuziphatha ngokusulungekileyo) ngethuba lodliwanondlebe.

7.6 Amabhunga olawulo kufuneka aqinisekise ukuba inkqubo yokhetho iphantsi kwesikhokelo seethagethi ze-*EE* ze*WCED* ngenjongo yokuvuselela ukumelwa kwamaqela amiselweyo.

7.7 **Ukuba utyumbo aluthungelani neethagethi ze-*EE* ze*WCED*, kufuneka kunikezelwe izizathu ezixhasayo ezithethelela ukubandakanywa komgqatswa ukuqashwa kwakho okungazukumela qela limiselweyo.**

8. **UNXIBELELWANO**

8.1 Kuya kunxityelelwana kuphela nabo bafaki-zicelo bakuluhlu olufutshane.

8.2 Abenzi-zicelo baziswa ngentobeko ukuba ukuba abafumananga saziso sokuqeshwa kwisithuba seenyanga ezintathu emva komhla wokuvala, kufuneka bamkele ukuba is(z)icelo s(z)abo as(z)ibanga yimpumelelo.