



**Western Cape
Government**

Education

DIRECTORATE: RECRUITMENT AND SELECTION



POSITIVE ABOUT PEOPLE WITH DISABILITIES

RECRUITMENT AND SELECTION

SPECIAL OFFICE BASED EDUCATOR VACANCY BULLETIN NO. 1/2026

WESTERN CAPE EDUCATION DEPARTMENT (WCED)

FOREWORD

The WCED promotes and applies the principles of Employment Equity and is committed to effective and efficient service delivery. Persons with disabilities are welcome to apply and an indication in this regard as part of the on-line registration process will be appreciated. Applicants with disabilities, that are short-listed, are requested to provide information on how the selection process can be adapted to suit their needs for purposes of reasonable accommodation. Kindly indicate disability status to facilitate the process.



1. GENERAL INSTRUCTIONS:

NB: PLEASE READ THE INSTRUCTIONS CAREFULLY BEFORE APPLYING:

- All posts are advertised on the department's on-line system.

The website can be access via <https://www.westerncape.gov.za/education/>, click on vacancies and click on the link: E-Recruitment System for Office-Based and Public Service. The website can also be viewed directly on the following URL: <http://e-recruitment.westerncape.gov.za/index.php>.

- Applicants can register their profiles and apply for posts on-line. Applicants are to take cognisance of the following:
- Applicants already registered on the system: E-Recruitment for Educators need not register again;
- All information must be captured on the online profile;
- The system will generate a curriculum vitae (CV) for you;
- The uploading of documents are not necessary;
- Short listed candidates invited for interviews must provide the interview committee with originally certified copies of the supporting documents, which includes:
 - qualifications (degrees, diplomas, certificates etc.);
 - Valid driver's licence (if applicable);
 - ID document and other information requested by the employer;
 - an evaluation certificate from the South African Qualifications Authority (SAQA) in respect of foreign qualifications;
 - Non-RSA citizens/Permanent resident permit holders must submit a copy of his/her Permanent Resident Permit.
- Applicants must ensure that they click on the correct post and post number when applying for posts.

- Only on-line applications will be considered.
- Personnel in excess on the same salary level will receive preference, if they meet the advertised post requirements.

2. GENERAL INFORMATION:

- The appointment will be subject to a security clearance and the signing of an annual performance agreement.
- Furthermore, the appointment is subject to personnel suitability checks that include qualifications, previous employment, criminal records and credit verification as well as reference checking (**At least three 3 referees must be provided**), as directed by the Department of Public Service and Administration (**DPSA**).
- It is to be noted that **the President of South Africa assented the Criminal Law (Sexual Offences and Related Matters) Amendment Act, Amendment Act, 2021 (Act 13 of 2021), to strengthen the fight against gender-based violence, amongst others, on 28 January 2022. Based on the assented amendments, the WCED, in conjunction with the Departments of Justice and Social Development, is embarking on the process to ensure that all officials who will be appointed via the recruitment and selection process, officials currently in service, as well as any other persons coming into contact with learners, are vetted against the National Register for Sex Offenders (NRSO) and the National Child Protection Register (NCPR).**

Based on the criminal law Amendment Act, as mentioned above, **candidates must, in addition to the personnel suitability checks, provide the department with a certified copy of the NRSO Certificate from the Department of Justice in respect of the National Register for Sex Offenders.**

A copy of form 7 (J738) is attached, available from the WCED: Recruitment and Selection website as well as the Department of Justice website;

- (a) Applicants must print and complete the form;
- (b) Obtain their fingerprints from the South African Police Service (SAPS);
- (c) Submit the form and the fingerprints to the Department of Justice: Western Cape Office;
- (d) Provide a certified copy of the NRSO Certificate or proof of application with the rest of the supporting documents when invited for an interview.

As part of the above vetting process, the Directorate: Recruitment and Selection will conduct the necessary verifications against the National Child Protection Register via the Department of Social Development (DSD). The submission of an application to an advertised post, automatically grants the WCED consent to conduct the verification via the Department of Social Development.

- Shortlisted candidates must be prepared to do a Practical Assessment which forms part of the interview.
- In addition to the standard personnel suitability checks, the department will also conduct **checks against the DPSA Central Register for Verification of Dismissals and Resignations** pending disciplinary case.
- **Candidates applying for posts on Post Level 3 and higher will be subjected to a competency - based assessment before final decisions are made in respect of the filling of posts.**

3. COMMUNICATION

- Communication will be limited to those applicants who have been short-listed.
- Applicants are respectfully informed that, if no notification of appointment is received within 3 months after the closing date, they should accept that their application(s) was/were unsuccessful.

4. SELECTION PROCESS

- It is expected of short-listed candidates to be available for selection interviews on a date, time, place and/ or on-line platform as determined by the WCED.
- All shortlisted candidates, including the SMS, **shall undertake two pre-entry assessments**. One will be **a practical exercise to determine a candidate's suitability** based on the **post's technical and generic requirements** and the other must be **an integrity (ethical conduct) assessment** as directed by the Department of Public Service and Administration (DPSA).
- **The WCED reserves the right not to make an appointment to any of the advertised posts.**

NO	DISTRICT DIRECTOR	DISTRICT OFFICE	CONTACT DETAILS
1	Ms B Robertson	Metro Central	021514 6700
2	Ms C Meyer-Williams	Metro South	021 370 2000
3	Ms L Diamond	Metro East	021 900 7005
4	Ms W Horn	Metro North	021 938 3133
5	Ms A Truter	West Coast	021 860 1209
6	Mr N Solomons (Acting)	Cape Winelands	023 348 4600
7	Ms I Senosi	Overberg	028 214 7300
8	Mr J Jonkers	Eden & Central Karoo	044 803 8300

5. CLOSING DATE

Closing date for on-line applications: 05 June 2026 by 12:00 midnight. It is the responsibility of the applicant to ensure that applications are submitted via the on-line system by the specific closing date and time.

Head Office

No.	Post Number	Post Title	Directorate/ Chief Directorate:	Contact Person
1	221	Chief Education Specialist: Institutional Management and Governance: Schools	Directorate: Institutional Management and Governance	Mr N Petersen
2	225	Chief Education Specialist: Physical Resource Planning and Property Management	Directorate: Physical Resource Planning and Property Management	Mr G Coetzee
3	260	Chief Education Specialist: Institutional Management and Governance: Early Childhood Development (ECD)	Sub-Directorate: Early Childhood Development (ECD)	Mr N Petersen
4	261	Deputy Chief Education Specialist: Institutional Management and Governance: Early Childhood Development	Sub-Directorate: Early Childhood Development (ECD)	Mr N Petersen
5	262	Senior Education Specialist (Ses): Coordinator/Developer: Institutional Management and Governance: Early Childhood Development	Sub-Directorate: Early Childhood Development (ECD)	Mr N Petersen

District Office

No.	Post Number	Post Title	District/ Section	Contact Person
6	197	Senior Education Specialist: Foundation Phase Subject Advisor (Gr R - Gr 3) LOLT: ENGLISH AND ISIXHOSA	Metro Central Education District Office	Ms B Robertson
7	198	Senior Education Specialist: INTERMEDIATE/SEN Phase Subject Advisor (Gr 4 - Gr 7): CREATIVE ARTS	Metro Central Education District Office	Ms B Robertson
8	199	Senior Education Specialist: SEN/FET Subject Advisor (GR 8 - GR 12): ISIXHOSA	Metro Central Education District Office	Ms B Robertson
9	200	Senior Education Specialist: Sen/FET Subject Advisor: MATHEMATICS (GR 8-9) AND MATH LITERACY (GR 10-12)	Metro Central Education District Office	Ms B Robertson
10	201	Senior Education Specialist: SEN/FET Subject Advisor (Gr 8 - Gr 12): EMS AND BUSINESS STUDIES	Metro Central Education District Office	Ms B Robertson
11	202	Senior Education Specialist: SEN/FET SUBJECT ADVISOR (GR 8 - GR 12): AFRIKAANS HL AND FAL	Metro Central Education District Office	Ms B Robertson
12	176	Chief Education Specialist: Circuit Manager	Metro Central Education District Office, Circuit 2	Ms B Robertson
13	173	Chief Education Specialist: Circuit Manager	Metro East Education District Office, Circuit 1	Ms L Diamond
14	177	Chief Education Specialist: Circuit Manager	Metro East Education District Office, Circuit 2	Ms L Diamond
15	184	Chief Education Specialist: Circuit Manager	Metro East Education District Office, Circuit 7	Ms L Diamond
16	204	Senior Education Specialist: Foundation Phase Subject Advisor (Gr R - Gr 3): LOLT: ENGLISH AND AFRIKAANS	Metro East Education District Office	Ms L Diamond
17	205	Senior Education Specialist: SEN/FET Subject Advisor (Gr 8 - Gr 12): AFRIKAANS	Metro East Education District Office	Ms L Diamond
18	206	Senior Education Specialist: SEN/FET Subject Advisor (Gr 8 - Gr 12): TOURISM	Metro East Education District Office	Ms L Diamond
19	238	Education Psychologist	Metro East Education District Office	Ms L Diamond
20	239	Senior Education Specialist: Learning Support Advisor	Metro East Education District Office	Ms L Diamond

21	240	Senior Education Specialist: Learning Support Advisor	Metro East Education District Office	Ms L Diamond
22	210	Senior Education Specialist: Foundation Phase Subject Advisor (Gr R - Gr 3): ENGLISH AND AFRIKAANS	Metro North Education District Office	Ms W Horn
23	211	Senior Education Specialist: INTERMEDIATE/SEN Phase Subject Advisor (Gr 4 - Gr 7): NATURAL SCIENCE & TECHNOLOGY	Metro North Education District Office	Ms W Horn
24	213	Senior Education Specialist: SEN/FET Subject Advisor (Gr 8 - Gr 12): MATHEMATICS	Metro North Education District Office	Ms W Horn
25	214	Senior Education Specialist: SEN/FET Subject Advisor: EMS (GR 8-9) AND BUSINESS STUDIES (GR 10-12)	Metro North Education District Office	Ms W Horn
26	277	Senior Education Specialist: SEN/FET Subject Advisor: PHYSICAL SCIENCE & NATURAL SCIENCE (GR 10-12)	Metro North Education District Office	Ms W Horn
27	241	Education Psychologist	Metro South Education District Office	Ms C Meyer- Williams
28	242	Chief Education Specialist: Head: Learner Support	Metro South Education District Office	Ms C Meyer- Williams
29	217	Senior Education Specialist: INTERMEDIATE/SEN PHASE Subject Advisor (Gr 4 - Gr 7): MATHEMATICS	Metro South Education District Office	Ms C Meyer- Williams
30	249	Deputy Chief Education Specialist: School Management and Governance Support	Metro South Education District Office	Ms C Meyer- Williams
31	192	Senior Education Specialist: Foundation Phase Subject Advisor (Gr R - Gr 3) LOLT: ENGLISH AND AFRIKAANS	Cape Winelands Education District Office	Mr N Solomons
32	193	Senior Education Specialist: SEN/FET Subject Advisor (Gr 8 - Gr 12) TOURISM	Cape Winelands Education District Office	Mr N Solomons
33	194	Senior Education Specialist: SEN/FET SUBJECT ADVISOR (GR 8 - GR 12): CONSUMER & HOSPITALITY STUDIES	Cape Winelands Education District Office	Mr N Solomons
34	183	Chief Education Specialist: Circuit Manager	Cape Winelands Education District Office, Circuit 7	Mr N Solomons
35	245	Deputy Chief Education Specialist: School Management and Governance Support	Cape Winelands Education District Office	Mr N Solomons

36	246	Chief Education Specialist: Head: Management and Governance	Cape Winelands Education District Office	Mr N Solomons
37	174	Chief Education Specialist: Circuit Manager	Eden Central Karoo Education District Office, Circuit 1, Riversdale	Mr J Jonkers
38	181	Chief Education Specialist: Circuit Manager	Eden Central Karoo Education District Office, Circuit 5 Oudtshoorn	Mr J Jonkers
39	208	Senior Education Specialist: Assessment and Examination Advisor	Eden Central Karoo Education District Office Circuit	Mr J Jonkers
40	209	Senior Education Specialist: Foundation Phase Subject Advisor (Gr R - Gr 3) LOLT: AFRIKAANS	Eden Central Karoo Education District Office Circuit	Mr J Jonkers
41	243	Senior Education Specialist: Learning Support Advisor	Eden Central Karoo Education District Office	Mr J Jonkers
42	175	Chief Education Specialist: Circuit Manager	Overberg Education District Office, Circuit 1 Swellendam	Ms I Senosi
43	215	Senior Education Specialist: Assessment and Examination Advisor	Overberg Education District Office	Ms I Senosi
44	216	Senior Education Specialist: SEN/FET Subject Advisor): SOCIAL SCIENCE (Gr 8-9) and HISTORY (Gr 10-12)	Overberg Education District Office	Ms I Senosi