

**INDEPENDENT CONTRACTORS (EXTERNAL MARKERS, REMARKERS AND EXTERNAL MODERATORS)
DEPARTMENT OF MERCANTILE LAW
SCHOOL OF LAW
COLLEGE OF LAW
REF/CLAW/MERCANT/SMT - 102023**

Assessment is an integral part of curriculum development as outlined in the Curriculum Policy. During curriculum development, an assessment strategy is developed that is aligned to the ODeL Policy and strategy of UNISA. Assessment can have different focuses, namely to:

- improve the quality of students' learning experiences by focusing on significant knowledge, skills, attitudes and values, and providing motivation to work through the material through tasks and feedback, known as assessment for learning.
- b) focus on the ability to transfer knowledge to new contexts and to apply knowledge in specific contexts in line with the NQF level descriptors and other taxonomies of learning.
- c) focus on programmatic and graduate attributes and critical cross-field outcomes in assessment of learning.
- d) make academic judgements related to diagnostics, placements competence, progression and/or qualification completion; and as a feedback mechanism to improve curricula, known as assessment of learning; and to
- e) create opportunities for students to engage with the content, with their context, with the lecturer and with fellow students (Unisa Assessment Policy, 2011).
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The Department of Mercantile Law is inviting suitable applicants for providing assessment services to be appointed as independent contractors (markers, remarkers, and external moderators) on a yearly basis. The purpose of these positions are to appoint competent and suitable candidates to complete and execute assessment tasks professionally and ethically aligned to the Assessment Policy and Guidelines.

Requirements:

- Applicable and relevant equivalent to NQF level 9 (e.g. LL.M) Specialization in Banking Law/ Intellectual Property Law/ Corporate Law/ Insurance Law/ Insolvency Law/ Labour Law/ Commercial Law/ Tax Law or any related disciplines.
- OR NQF level 10 (e.g. Ph.D/LL.D) Specialization in Banking Law/ Intellectual Property Law/ Corporate Law/ Insurance Law/ Insolvency Law/ Labour Law/ Commercial Law/ Tax Law or any related disciplines.
- At least 5-years teaching/ tutor experience or relevant experience in the Law field at any Institution of Higher Learning (TVET College /University) .
- At least 3-years subject methodology teaching experience or 5-years relevant experience in the Law field (TVET College /University)

Duties:

- Complete and execute assessment task(s) professionally
- Comply and adhere to all Unisa tuition, assessment and examination and plagiarism policies and guidelines
- Act in the ethical and professional manner dealing with all assessment tasks
- Execute duties as stipulated in contract and task agreement
- Marking of assessment tasks fairly and consistently
- Meet deadlines of allocated assessment task
- Attend markers meeting and submit marking reports timeously
- Maintain confidentiality of all assessment tasks
- Moderate exit-level undergraduate modules and masters modules

Knowledge, skills and abilities

- Basic knowledge of the discipline applying for
- Basic knowledge of assessment and assessment practices
- Basic knowledge of marking and procedures
- Basic knowledge of constructive feedback on assessment tasks
- Basic knowledge of academic dishonesty and plagiarism
- Knowledge of teamwork/leadership skills
- Good interpersonal and communication skills (listening, speaking, reading and writing)
- Must be honest / ethical and show empathy when required to mark assessment tasks
- Must have good problem-solving and decision-making skills
- Must be service orientated (Actively looking for ways to help and support lecturer or students)
- Must have good time management skills
- Ability to resolve conflict and maintain confidentiality of all assessment tasks
- Ability to work under pressure with adherence to deadlines

Recommendations:

- Computer and Internet skills
- Have own desktop computer or laptop and internet connectivity (no computers or data bundles will be provided)
- Advanced communication skills and proficiency in English
- Digital literacy skills – competent in ICT and online learning environments
- Experience in online marking tools or software or LMS (Moodle will be an advantage)
- Commitment to marking and meeting deadlines for all assessments
- Friendly, patient, and sensitive to a diversity of students

To apply please fill the application form by clicking this link <https://forms.office.com/r/v2bavss9VJ> and submit the following documents via e-mail.

- 1) An application letter indicating willingness to mark assignments and/or exam scripts for any of the modules listed below.
- 2) Comprehensive UPDATED and signed curriculum vitae (most recent)
- 3) Only a certified copy of the HIGHEST qualification as per requirement
- 4) Certified copy of ID/Passport and valid visa

Please write the module code of the module you are applying for on the subject line of the e-mail.

Note: The required documents should be submitted as a single file (one PDF) to the email provided below.

Email applications to the attention of clawmarkers@unisa.ac.za

Assumption of duty: The candidates will have to undergo an interview (either face-to-face or Microsoft Teams) and online Moodle training sessions. Completion of the prescribed training on various aspects of Marking on the Moodle platform is compulsory.

Closing date: 17 October 2023

Independent Contractor (MARKER, REMARKER AND EXTERNAL MODERATOR) positions are available in the modules listed in the Department of MERCANTILE LAW

Module code	Module name	Purpose of module	Name of department/school etc.	Number of Markers Required
Bachelor of Laws				
LML4806	Advanced Company Law	The purpose of this module is to equip students with knowledge of and insight into company law and basic research skills in the practice of law and to integrate transformative constitutionalism and Africanisation into the module in respect of the law governing companies. A person credited with this module will be able to identify, analyse and solve practical legal problems in a given context by using their acquired knowledge and skills in a critical and creative manner.	Mercantile Law	3
MRL2601	Entrepreneurial Law	The purpose of the module is to provide a well-rounded, broad understanding of the law relating to various business enterprises as well as the constitutional principles and policy considerations (including African values and globalisation) impacting on or reflected in such law. It equips students with the knowledge base, theory and methodology to deal with practical problems that may present themselves, conduct research and to demonstrate initiative and responsibility in an academic context. It emphasises general principles, theory and procedural knowledge in order to	Mercantile Law	9

		provide students with a thorough grounding in the knowledge, theory, principles and skills that they will require in their future academic, professional or career contexts. Students accredited with this module as part of their law degree can practice as attorneys, advocates, magistrates, judges, legal advisors, corporate secretaries, corporate directors, corporate governance analysts, law consultants etc.		
MRL3701	Insolvency Law	The purpose of this module is for students to gain introductory knowledge, research skills, and applied competence in the law relating to insolvency and selected aspects of winding-up and business rescue, for continued personal intellectual growth, gainful economic activity and valuable contributions to society. Additionally the module teaches insolvency law that is aligned with South African transformative Constitutionalism principles, Africanisation and Ubuntu. These achieving students can also apply the relevant law on behalf of their clients (whether the latter are debtors or creditors) or as state officials playing an important role in the process of insolvency, winding-up and business rescue. Students accredited with e module can practice as attorneys, advocates and legal practitioners generally and enter into all spheres of legal practice and professions.	Mercantile Law	6
MRL3702	Labour Law	The purpose of this module is to equip learners with a well-rounded and systematic knowledge, skills and competencies to analyse and solve legal problems relating to labour law in general. The module provides an understanding of South African Labour Law principles relating to the contract of employment, Basic Conditions of Employment Act, the Employment Equity Act, unfair labour practices, the law of dismissal, collective labour law and industrial action. Aspects of transformative constitutionalism are also addressed. The module is appropriate for students who wish to pursue a career in law and other professions such as legal practitioners, para-legals, arbitrators, mediators, consultants, legal advisors, trade unionists and academics. Students accredited with this module will be able to contribute towards the broader leadership base of innovative and knowledge-based economic and scholarly activity which is responsive to the needs of a just society based on constitutional democracy.	Mercantile Law	5

Module code	Module name	Purpose of module	Name of department/school etc.	
Diploma in Law				
CLA2601	Commercial Law IIA	This module is aimed at students who are for the first time introduced to the different forms of South African enterprises, and will be useful to students who wish to acquire general background knowledge of the main characteristics and basic operations within partnership, companies, close corporations and business trusts within South Africa. It also introduces the regulatory framework around which these forms of enterprises are set. In addition, it exposes students to the case law and the practical application of the law within such enterprises. Students credited with this module will be able to advise others wishing to start their own business which form of enterprise would be most suitable for the specific business, indicating some of the pertinent advantages and disadvantages associated with such forms of enterprise. The module is also aimed at providing students with the knowledge, skills and attitudes to analyze and solve well defined practical problems relating to the SA law	Mercantile Law	1
COL3704	Consumer Law	The purpose of this module is for students to gain well-rounded and systematic knowledge, skills and applied competence in principles relating to consumer credit law, consumer protection, insurance and debt collection. In addition, the module will also discuss the legal principles relating to friendly societies and buying clubs/stokvels. This module will be useful to persons who are currently (or who wish to be) employed either as paralegals at community based organisations or who are employed to assist attorneys with legal work.	Mercantile Law	3
LSB2605	Legal Aspects Of Small Businesses	The purpose of this module is for students to gain a sound knowledge, skills and applied competence in principles relating to legal aspects of running a small business but who do not want to study law for the purposes of becoming legal practitioners such as attorneys and advocates. In addition, the module will also cover the legal principles relating to employment relationship, matters relating to income tax and types of businesses that need to be licenced in order to operate. This module will be useful to persons who are currently (or who wish to be) employed either as paralegals at community based organisations or who are employed to assist attorneys with legal work.	Mercantile Law	2
LLW2601	Individual Labour Law	Introduction to individual labour law; the contract of employment, including minimum standards legislation; background to the law of	Mercantile Law	3

		unfair dismissal; the meaning of "employee"; the meaning of "dismissal"; automatically unfair dismissals; other unfair dismissals, dismissal for misconduct, dismissal for incapacity, dismissal for operational requirements; residual unfair labour practices (other than dismissal); discrimination in the workplace (including employment equity legislation); resolution of disputes and remedies; the Basic Conditions of Employment Act, 1997.		
LLW2602	Introduction To Law	The purpose of this module is to equip learners with a solid knowledge base, skills and competencies relating to collective labour law. The module will convey a sound understanding of collective labour law in South Africa by imparting general knowledge of legal principles relating to collective labour law. Students credited with this module should have a solid knowledge base of collective labour law principles and be able to solve well-defined but unfamiliar collective labour law legal problems.	Mercantile Law	3
OHS101S	Occupational Health And Safety Law	The purpose of this module is for students to gain introductory knowledge, research skills, and applied competence in occupational health and safety law and selected aspects of legislation relating to occupational health and safety, compensation for occupational injuries and diseases, health and safety on the mines, and unemployment insurance.	Mercantile Law	1
OHS2601	Occupational Health And Safety Law IIA	To enable student to gain valuable skill and knowledge of the Occupational Health and Safety in South Africa. In particular the module is intended to equip student with the general principles of safety and health related issues at the workplace. The module will also equip students with the very basics in safety management. This will be achieved by introducing the students to the legislation regulating occupational health and safety in South Africa. The module focus on meeting the needs of students, which is to enhance their skill and knowledge in order to become aspirant managers, shop stewards, supervisors, inspectors, safety representatives/practitioners/managers, training officials and occupational hygienists. On the other hand, the module prepares both managers and safety practitioners for performing their roles and functions on a professional and legal basis.	Mercantile Law	1
OHS301S	Occupational Health And Safety Law III	The purpose of this module is for students to gain knowledge, and applied competence in relevant labour and occupational health and safety law which affect workplace health and safety, including health and safety in mines. The students will acquire essential skills of security supervisors and security risk managers to promote effective occupational health and safety measures in the workplace.	Mercantile Law	1

PAC2602	Paralegals Studies	The module will be useful to students with an interest in establishing and running a Paralegal Advice Centre. The aim of this module is to provide students with a sound understanding and knowledge of a Paralegal Advice Centre and equip them with applied knowledge, skills and competence on how to establish a Paralegal Advice Centre, prepare its constitution; register it as a Non Profit Organisation and prepare its budgets. Students credited with this module will be able to establish, register and run Paralegal Advice Centers in their communities.	Mercantile Law	2
SSL2601	Introduction to Social Security	The purpose of this module is that students gain a solid knowledge base and applied competence in relevant social security legislation to acquire essential skills to promote intellectual growth, gainful economic activity and valuable contribution to society.	Mercantile Law	2



Name (CoD:) ADV MA MTHEMBU



Name (School Director:) PROF AB DUBE



Name (Executive Dean:) PROF OJ KOLE