

**UNIVERSITY OF SOUTH AFRICA
ONLINE INDEPENDENT CONTRACTORS (E-TUTORS)
COLLEGE OF SCIENCE, ENGINEERING AND TECHNOLOGY
(Ref: Independent ContraAllColl/E-Tutor 2019)**

UNISA is the only publicly funded institution in South Africa dedicated to open and distance education. In keeping with its mandate as a comprehensive, open and distance learning tertiary institution offering a variety of academic and career-focused programmes, the University is inviting applications for services as Online Tutors (E-tutors) on an independent contract basis.

General requirements:

- A qualification as per specific requirements determined by the College on the Unisa website
- Ability to work with diverse students
- Willingness to undergo training on various aspects of tutoring

E-Tutors will have the following duties:

- Facilitate online delivery of tutorials
- Manage students' online learning experiences
- Facilitate students' online interactions with their peers
- Provide students with online academic and technical support

As an Independent Contractor you will:

- Not be regarded as an employee of Unisa
- Not be entitled to any benefits such as medical aid, office space, equipment, leave (including sick leave), in terms of the UNISA conditions of service
- Be expected to provide your own infrastructure i.e. your own computer, your own Internet access, work space and any other office-related equipment
- Work in your own time in completing online teaching tasks to a total of 75hrs per semester (excluding marking)
- You may also be required to mark students' assignments and examinations. If this is the case, this will be specified in an independent task agreement with its own remuneration

E-tutoring positions are available in the College of Science Engineering and Technology in the following Departments:

SCHOOL OF SCIENCE

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STATISTICS

- | | | | |
|---|----------------|---|----------------------------------|
| • | STA2602 | – | Statistical Inference II |
| • | STA3701 | – | Applied Statistics III |
| • | STA3702 | – | Statistical Inference III |
| • | STA3704 | – | Time Series III |
| • | STA2601 | – | Applied Statistics II |

MATHEMATICAL SCIENCES

- MAT2611 – *Linear Algebra*
- MAT2612 – *Introduction to Discrete Mathematics*
- MAT2613 – *Real Analysis*
- MAT2615 – *Calculus in Higher Dimensions*
- MAT3700 – *Mathematics III*
- MAT3705 – *Complex Analysis*
- MAT3706 – *Ordinary Differential Equations*
- MAT3707 – *Discrete Mathematics: Combinatorics*
- MAT3711 – *Real Analysis*
- APM2614 – *Applied Dynamical Systems*
- APM1513 – *Applied Linear Algebra*
- MAT0511 – *Access to Mathematics*
- MAT1510 – *Precalculus Mathematics A*

SCHOOL OF COMPUTING

- COS2601 - Theoretical Computer Science 2
- COS2621 - Computer Organization
- COS2661 - Formal Logic 2
- COS3712 - Computer Graphics
- ICT1513 - Introduction to Web Design
- ICT1541 - Business Informatics I
- ICT2641 - Business Informatics 2A
- COS3711- ADVANCE PROGRAMMING
- INF1511 VISUAL PROGRAMMING
- ECT1511 INTRODUCTION TO WEB DESIGN

SCHOOL OF ENGINEERING

- TDC3601 Thermodynamics: chemical engineering III.
- WEN3601 Water Engineering 3- Theory
- ELE3601 Electrical Engineering 3
- ELE2601 Electrical Engineering 2
- EMA2602 Engineering Management II (Module B)
- EMA3601 Engineering Management III
- CPD4701 Chemical Process Design IV
- SEP 4701 Separation Principles II
- MIE3601 Mine Engineering III
- PRI4701 Process Instrumentation IV
- CHF2601 Chemical Engineering Fundamentals II

Closing Date: 16 November 2018

The application must be forwarded to this Email address: CSETETUTOR@unisa.ac.za

Assumption of duty: February 2019

To apply: go on the following link:<http://www.unisa.ac.za/vacancies-new/>

- Your application form must be accompanied by a COMPREHENSIVE CURRICULUM VITAE and;
 - identity document (non-South African applicants may apply with: *passport, work permit, permanent residence permit or proof of nationalisation if applicable. However prescribed policy processes will be followed for appointment*) (certified copies within the previous six months);
 - all educational qualifications (certified copies within the previous six months);
 - academic transcripts/records (certified copies within the previous six months);
 - proof of SAQA verification for foreign qualifications (if applicable) (certified copies within the previous six months)
- UNISA reserves the right to authenticate all qualifications without any further consent from the applicant.
- The contact details of three contactable references must be provided.
- Late, incomplete and incorrect applications will not be considered.
- Unisa is not obliged to fill an advertised position

- *Appointments will be made in accordance with Unisa's Employment Equity Plan and other applicable legislation*

General Enquiries: Mr. Emanuel Mashimbye Tel: (011) 471 3678
Email address: CSETETUTOR@unisa.ac.za

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UNISA reserves the right not to make an appointment and correspondence will be limited to short-listed candidates only. If you have not been contacted within 4 months after the closing date of this advertisement, please accept that your application was not successful

