

Attention:

Theresa - THETA
Fax no: (011) 803-6702

Herewith advertisement for your approval. If approved, please sign off (indicating any changes if applicable) and fax back to us at fax no: (011) 795-3795.

Regards

Tanya



Theta Quality Assurors

Quality Assuror scope: The Quality Assurors will each be responsible for the implementation of the ETQA mandate within one of the two broad chamber areas of THETA:

1. Hospitality, travel, tourism, services and guiding
2. Sport, recreation, conservation, gaming and lottery.

Key functions: •Build capacity with potential providers and stakeholders regarding ETQA alignment and compliance, and provide ETQA support to all Theta and related projects •Accredit providers by ensuring alignment of the providers' quality management system, ETD practitioners and programmes to SAQA and Theta ETQA criteria •Monitor and audit providers to ensure ETQA compliance.

Knowledge and skills required: •A relevant tertiary qualification in any area related to ETD practice or quality management, as well as thorough knowledge of the SAQA Act •Extensive working knowledge in at least one of the stakeholder sectors, preferably exposure to an ETD environment •Excellent interpersonal relations and communication skills •Strong organisation and administrative skills and computer literacy •A driver's licence with own transport and willingness to travel extensively

The closing date for applications is 2 June 2003. Interviews will take place during working hours in Rivonia, from the 2nd to 13th of June 2003. Applications, with a CV and an indication of current salary structure, should be forwarded Leone Whateley at leone@theta.org.za or fax: (011) 803-6702.

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Size: 14 x 3 cm.columns

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