

Western Cape Education Department

Institution-Based Educator Vacancy Roster (2018)

ACTIVITY	VACANCY LIST 1	VACANCY LIST 2	VACANCY LIST 3
WCED opens the electronic vacancy list for the institutions and education districts	Continuously open	Continuously open	Continuously open
Principals, SGB's and Circuit Team Managers can capture vacancies on system	29 January 2018	4 May 2018	13 August 2018
Closing date for Circuit Team Managers to check and verify advertisements	05 February 2018	14 May 2018	20 August 2018
Publication of Vacancy List	15 February 2018	01 June 2018	03 September 2018
Closing date for receipt of applications	19 March 2018	26 June 2018	21 September 2018
WCED sends applications to District Offices	18 April 2018	24 July 2018	12 October 2018
Competency-Based Assessments (promotion posts)	19 April 2018 – 11 May 2018	24 July 2018 – 10 August 2018	15 October 2018 – 02 November 2018
SGB's/Schools submit nominations to WCED	15 May 2018	13 August 2018	5 November 2018
WCED informs applicants of appointments	01 June 2018	28 September 2018	01 January 2019
Closing off of vacancy list –outstanding nominations	31 July 2018	06 December 2018	30 April 2019
Date of appointment	01 July 2018 or a later date as decided by the WCED	01 January 2019 or an earlier or later date as decided by the WCED	01 April 2019 or an earlier or later date as decided by the WCED

Note:

1. Conversions (6A and 6B) is open throughout the year
2. Vacancy List 3 will be a closed vacancy list for New Entrants in respect of Post Level 1 posts

Western Cape Education Department
Office-Based Educator Vacancy Roster (2018)

ACTIVITY	VACANCY BULLETIN 1	VACANCY BULLETIN 2	VACANCY BULLETIN 3
Due date for submission of adverts	18 January 2018	24 May 2018	7 September 2018
Publication date	02 February 2018	8 June 2018	28 September 2018
Media Notice (newspapers)	04 February 2018	10 June 2018	30 September 2018
Closing date for receipt of applications	23 February 2018	29 June 2018	19 October 2018
Shortlisting period	5-9 March 2018	9-13 July 2018	29 Oct - 2 Nov 2018
Interviewing period	19-23 March 2018	30 July-3 Aug 2018	12-16 November 2018
Date of approval	30 April 2018	31 August 2018	30 November 2018
Date of appointment	01 June 2018	1 October 2018	1 January 2019

NOTE:

1. Failure to submit a request to advertise timeously will result in the vacancy being published in the next vacancy bulletin.
2. The Special Vacancy Bulletin will not be considered unless a special circumstance arises.
3. Stakeholders are advised to submit Management Plans together with the "Request to advertise"

Western Cape Education Department
Institution-Based Public Service Vacancy Roster (2018)

ACTIVITY	VACANCY BULLETIN 1	VACANCY BULLETIN 2
Publication of Vacancy List	01 February 2018	02 July 2018
Closing date for receipt of applications	23 February 2018	20 July 2018
WCED sends applications to District Offices	30 March 2018	24 August 2018
SGB's/Schools submit nominations to WCED	30 April 2018	30 September 2018
WCED informs applicants of appointments	01 June 2018	01 November 2018
Date of appointment	01 July 2018	01 January 2019

NOTE:

1. The matching and placing of Excess Employees must be considered before filling vacant/substantive posts on permanently
2. Only promotion posts will be advertised for permanent filling. Entry level posts must be filled via the matching and placing of Excess Employees
3. Apart from the Vacancy Roster, Special Vacancy Bulletins may be considered for promotion posts only, at the discretion of the Head of Education

Western Cape Education Department
Office-Based Public Service Vacancy Roster (2018)

ACTIVITY	VACANCY BULLETIN 1	VACANCY BULLETIN 2	VACANCY BULLETIN 3
Due date for submission of adverts	9 January 2018	1 May 2018	1 August 2018
Publication date	26 January 2018	18 May 2018	17 August 2018
Media Notice (newspapers)	28 January 2018	20 May 2018	19 August 2018
Closing date for receipt of applications	15 February 2018	7 June 2018	6 September 2018
Shortlisting period	22 Feb - 14 March 2018	13-29 June 2018	11 - 28 Sept 2018
Interviewing period	15 - 29 March 2018	2-18 July 2018	24 Sept - 12 October 2018
Date of approval	30 April 2018 or earliest	31 July 2018 or earliest	30 November 2018 or earliest
Date of appointment	1 May 2018	1 August 2018	1 January 2019

NOTE:

1. Failure to submit a request to advertise timeously will result in the vacancy being published in the next vacancy bulletin.
2. Special Vacancy Bulletins will only be considered for Senior Management Posts (Director level and higher).
3. Stakeholders are advised to submit Management Plans together with the "Request to advertise".