

# VACANCIES

## 2023 EXAMINATIONS CYCLE PSLE, JCE & BGCSE EXAMINERS

### EXAMINERS FOR NATIONAL PSLE

(Ref: EAC- PSLE 7/1/1 III)

Applications are invited from suitably qualified candidates who wish to mark examinations scripts for the 2023 Primary School Leaving Examinations (PSLE).

#### POSITION REQUIREMENTS

##### Qualification

A minimum of a recognized Primary Training Certificate, equivalent or higher qualification.

##### Experience

At least five (5) years continuous teaching experience in a primary school. Specialization in teaching Agriculture and languages would be preferable. Experience in marking Primary School Leaving Examinations will be an added advantage.

##### Competencies:

- Good interpersonal and communication skills
- Demonstrated record of attainment in the subject
- High level of accountability
- Attention to details
- Results oriented

All applicants must be in service at the institutions that prepare the candidates for the PSLE certificate. They should also each indicate their preferred syllabuses provided they have teaching experience in those syllabuses.

### EXAMINERS FOR NATIONAL JCE

(Ref: EAC- JCE 7/2/1 II)

Applications are invited from suitably qualified candidates who wish to mark examinations scripts for the 2023 Junior Certificate Examinations (JCE).

#### POSITION REQUIREMENTS

##### Qualifications

A minimum of a Diploma in Secondary Education or any post Senior Secondary qualification in the syllabuses.

##### Experience

At least five (5) years continuous teaching experience in the syllabuses. Experience in marking Junior Certificate Examination will be an added advantage.

##### Competencies:

- Good interpersonal and communication skills
- Demonstrated record of attainment in the subject
- High level of accountability
- Attention to details
- Results oriented

All applicants must be in service at the institutions that prepare the candidates for the JCE certificate. They should also each indicate their preferred syllabuses provided they have teaching experience in those syllabuses.

### EXAMINERS FOR NATIONAL BGCSE

(Ref: EAC- BGCSE 7/3/1 III)

Applications are invited from suitably qualified candidates who wish to mark examinations scripts for the 2023 Botswana General Certificate of Secondary Education (BGCSE).

#### POSITION REQUIREMENTS

##### Qualifications

A minimum of Bachelor's Degree in Education or Bachelor's Degree with a professional teaching qualification (PGDE) or equivalent. A Master's Degree in Education will be an added advantage.

Successful applicants must have trained as Examiners in the syllabus they wish to apply for.

##### Experience

At least two (2) years continuous teaching experience in the syllabuses. Experience in marking BGCSE national examinations will be an added advantage.

Kindly note that the syllabuses and components listed below are for 2023 E-Marking:

• English Language	0561/02
• Science Double Award	0569/03
• Science Double Award	0569/04
• Commerce	0598/02
• Commerce	0598/03
• Accounting	0614/01
• Accounting	0614/02
• Business Studies	0615/01
• Business Studies	0615/02
• Mathematics	0563/01
• Mathematics	0563/02
• Science Single Award	0568/03
• Science Single Award	0568/04
• Chemistry	0570/03
• Chemistry	0570/04
• Chemistry	0570/05
• Physics	0571/03
• Physics	0571/04
• Physics	0571/05
• Biology	0572/04
• Biology	0572/05
• Social Studies	0585/01
• Social Studies	0585/03
• Religious Education	0588/01
• Design and Technology	0595/01
• Food and Nutrition	0611/01
• Fashion and Fabrics	0612/01
• Home Management	0613/01
• Physical Education	0616/01
• Music	0617/01
• Hospitality & Tourism studies	1254/01
• Animal Production	1255/01
• Field crop production	1256/01
• Horticulture	1257/01

##### Competencies:

- Good interpersonal and communication skills
- Demonstrated record of attainment in the subject
- High level of accountability
- Attention to details
- Results oriented

PLEASE NOTE THAT THE APPLICATION PROCESS WILL BE DONE THROUGH THE ONLINE PLATFORMS ONLY.

#### INSTRUCTIONS ON HOW TO APPLY:

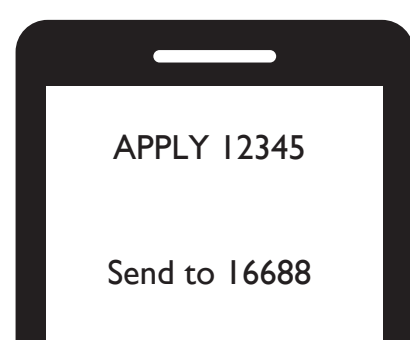
Examiners who were engaged in the previous examination cycle, will receive a message prompting them to apply using the steps below.

1. The applicant will be sent an SMS prompting them to apply. The message will contain a line which reads **APPLY** followed by an application number, e.g. **APPLY 12345**.

**Note:** The **APPLICATION NUMBER** is unique to your application and will be part of the SMS sent to you. If you do not receive an SMS by 13<sup>th</sup> July 2023 please contact BEC-HR.

2. Once you have received the message, send **APPLY** followed by your **APPLICATION NUMBER** to **16688**.

3. See further illustration below:



N.B: 12345 in this case has been used as an example, kindly use the unique **APPLICATION NUMBER** sent to you through the SMS. (There should be a space between **APPLY** and your **APPLICATION NUMBER**)

4. You will receive an acknowledgement of your application via SMS. This acknowledgement **ONLY** indicates that your application has been received or recorded. Also note that this should not be misconstrued to indicate appointment, further communication will follow once the recruitment process has been completed.

#### OTHER EXAMINERS

1. Visit our web page at <http://becweb.bec.co.bw/EXAMINERS>
2. Go to "I want to Apply" and follow the prompts.

For further enquiries please contact the BEC HR Team on the following contacts: 3650783/786/755/923/919/889/798. The closing date for applications is the 28<sup>th</sup> July 2023, 23:55 pm.

*We regret that only shortlisted candidates will be contacted. Applications with incomplete documentation or which are sent via email, facsimile or received after the closing date will not be considered.*

ALL APPLICATIONS MUST BE ROUTED THROUGH HEADS OF INSTITUTIONS FOR AUTHORISATION TO BE ENGAGED BY BEC. APPLICATIONS NOT SO ROUTED WILL BE INCOMPLETE AND SHALL NOT BE CONSIDERED.

### BGCSE TRAINEE EXAMINERS

(Ref: EAC- BGCSE 7/3/1 III)

Applications are invited from practicing BGCSE teachers and any qualified teachers who have taught at BGCSE level before and have preferably been BGCSE Examiners before retirement who wish to be trained as Botswana General Certificate of Secondary Education (BGCSE) examiners.

##### Qualifications

A minimum of Bachelor's Degree in Education or a Bachelor's Degree with a professional teaching qualification (PGDE) or equivalent.

##### Experience

At least two (2) years teaching experience at BGCSE/IGCSE level or equivalent or at institutions that prepares students for higher qualifications.

Kindly note that the training will be for the below listed syllabuses and components only:

- History 1 & 2
- Social Studies 1,2 & 3
- Setswana 1, & 3
- Mathematics 3
- Home Management 1
- Religious Education 1
- Computer Studies 1 & 2
- Hospitality and Tourism 1,2 & 3

School Heads or Head of Institutions are kindly requested to send to BEC lists of applicants who are interested in BGCSE Training for the above syllabuses and components. All applicant lists should be sent to [recruitment@bec.co.bw](mailto:recruitment@bec.co.bw) or faxed to 3938176. All the lists must reach Botswana Examinations Council at the close of business on the 30<sup>th</sup> June 2023 at 16:30 pm. Application lists received after the closing date or with inadequate information will not be considered.