

ASSESSMENT AND EXAMINATIONS DIRECTORATE

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ASSESSMENT INSTRUCTION 24 OF 2015

TO: DEPUTY DIRECTORS-GENERAL

CHIEF DIRECTORS

HEAD OFFICE DIRECTORS AND DISTRICT DIRECTORS

CHIEF EDUCATION SPECIALISTS

EDUCATION DEVELOPMENT OFFICERS DEPUTY CHIEF EDUCATION SPECIALISTS

SENIOR EDUCATION SPECIALISTS

PRINCIPALS OF SCHOOLS WITH FET BAND

TEACHER UNIONS/ORGANISATIONS

SCHOOL GOVERNING BODIES

DATE: 24 MARCH 2015

APPLICATIONS FOR EXAMINERS AND INTERNAL MODERATORS:

- 1. 2016 2018 NATIONAL SENIOR CERTIFICATE: GRADE 12 TRIAL EXAMINATIONS
- 2. 2016 2018 NATIONAL SENIOR CERTIFICATE: GRADE 11 EXAMINATIONS

The successful applicants for NSC subjects will also serve as Chief Markers and Marking Moderators during marking period unless instructed otherwise by the Department of Basic Education (DBE).

In improving learner attainment in the Province, the Directorate of Assessment and Examinations develops assessment instruments (question papers) for the Grade 12 Trial Examination and Grade 11 Final Examination in Further Education and training Band. These assessment instruments (question papers) are in line with the Curriculum and Assessment Policy Statement (CAPS) and other related prescribed policies.

The Department of Education hereby invites applications for Provincial examiners and internal moderators from 2016 to March 2018. Subject teachers from schools offering Grades 11 and 12, including special schools, who are directly involved in the advertised subject, with the necessary knowledge, skills and experience in the National Curriculum Statement, CAPS as well as the marking experience (Senior, Deputy and Chief Markers and Moderators) are invited to apply for these important posts.



Subject Advisors and Deputy Chief Education Specialist (DCES) may apply as Internal Moderators as only subject teachers will be considered for examiners posts due to their direct involvement in the subject.

The attached *Annexure A* contains NSC subjects that are being advertised:

REQUIREMENTS FOR THE POST OF EXAMINER AND INTERNAL MODERATOR FOR GRADES 11 AND 12:

N.B. 1. ONLY SCHOOL-BASED EDUCATORS WILL BE CONSIDERED FOR EXAMINERS POSTS AS THEY ARE DIRECTLY INVOLVED IN THE SUBJECT 2. PRINCIPALS OF SCHOOLS MUST NOT APPLY

In order to be considered to serve as an examiner or moderator for Grades 11 and 12, the applicant must have:

- 1. At least a recognised three (3) year post matric qualification which must include the subjects for which applied at third year level.
- 2. Extensive experience as an educator in the particular subject or related field and within the last five (5) years must have experience in teaching both Grades 11 and 12.
- 3. Experience as NSC Provincial/ District Examiner or Internal moderator.
- 4. Experience as a Grade 12 NSC Chief Marker, Deputy Chief Marker, Senior Marker or Marking Moderator will be an added advantage.
- 5. Extensive knowledge and experience of teaching, learning and assessment in the subject applied for.
- 6. Knowledge of the FET National Curriculum Statement, Assessment Guidelines as well as Curriculum and Assessment Policy Statements (CAPS).
- 7. Computer literacy MS-Word and MS-Excel.
- 8. Must have taught Grade 12 in the subject applying for, for at least three (3) years.
- 9. Obtained 80 % pass rate in the subject applying for in 2014 NSC examination.
- 10. Not have been involved in any irregularities during 2014 marking session



ROLES AND RESPONSIBILITIES OF EXAMINERS AND MODERATORS

Those appointed as examiners for Grades 11 and 12 will be required to:

- 1. Set assessment instruments and prepare marking guidelines, translation and adaptation for Grade 12 Trial and Grade 11 Final examinations.
- 2. Sign a contract for a minimum of two (2) years.
- 3. Sign an agreement of confidentiality.
- 4. Hand ownership of the assessment instruments and marking guidelines to the Eastern Cape Department of Education on prescribed dates.
- 5. Take responsibility for the quality, standard and accuracy of the assessment instrument and marking guideline.
- 6. In the case of Languages, the prospective applicants should be willing to set either Paper 1, 2 or 3 (please indicate the order of preference FOR ALL THREE PAPERS on the application form for all language question papers).
- 7. Serve as a Chief Marker during NSC marking period, unless instructed otherwise by DBE.
- 8. Write qualitative Chief Marker's report that will be used by schools for improvement purposes.

Those appointed as moderators in Grades 11 and 12 will be required to:

- 1. Provide an objective and critical review of the assessment instruments in terms of coverage of the curriculum and the overall standard.
- 2. Sign a contract for a minimum of two (2) years.
- 3. Sign an agreement of confidentiality.
- 4. Write reports on the moderation of the assessment instrument.
- 5. Take responsibility for the quality, standard and accuracy of the assessment instrument and marking quideline.
- 6. Serve as a Marking Moderator during marking period, unless instructed otherwise by DBE.
- 7. Write qualitative marking reports that will be used for standardisation process.

SUBMISSION OF APPLICATIONS

- 1. Applications must be submitted using the attached Application Form (Annexure B) and must be accompanied by all the required documentation.
- 2. No e mailed or faxed applications will be considered.
- 3. Applications must be submitted to the District Office, Examinations Section, in a sealed envelope, marked with the name of the applicant, grade and subject applied for.
- 4. Closing date at the District Office is Friday, 15 May 2015. Late applications will not be considered.
- 5. Districts to submit sealed applications to the Provincial Office by Wednesday, 20 May 2015.
- 6. No applications will be accepted at the Provincial Office from applicants.
- 7. Short-listed applicants may be required to present themselves at the Provincial Office for an interview.



CONCLUSION

The Department of Education encourages applications from those who meet the requirements, and more importantly, those who can make a meaningful contribution to sustaining and enhancing the quality of teaching, learning and assessment in the Province of the Eastern Cape.

DR. AS NUKU

(A) DEPUTY DIRECTOR GENERAL: INSTITUTIONAL OPERATIONS MANAGEMENT



ANNEXURE A Assessment Instruction 24 of 2015

LIST OF GRADE 11 and 12 EXAMINERS AND MODERATORS REQUIRED

Accounting - Examiner Accounting - Moderator Accounting - Moderator Afrikaans 1st Add Language 1 Examiner Afrikaans 1st Add Language 2 Examiner (Grade 12 only) Afrikaans 1st Add Language 2 Examiner (Grade 12 only) Afrikaans 1st Add Language 2 Examiner Afrikaans 1st Add Language 2 Examiner Afrikaans 1st Add Language 3 Examiner Afrikaans Home Lang 1 Examiner Afrikaans Home Lang 1 Examiner Afrikaans Home Lang 2 Examiner (Grade 12 only) Afrikaans Home Lang 2 Examiner (Grade 12 only) Afrikaans Home Lang 3 Examiner Afrikaans Home Lang 3 Examiner Afrikaans Home Lang 3 Examiner Afrikaans Home Lang 3 Moderator Afrikaans Home Lang 3 Examiner Afrikaans Home Lang 3 Moderator Agricultural Sciences 1 Examiner Agricultural Sciences 1 Examiner Business Studies 2 Examiner Computer Applications Examiner Computer Applications Technology 1 Examiner Computer Applications Technology 2 Examiner Dance Studies - Moderator Dance Studies - Examiner Examiner Examiner Dance Studies - Examiner Examiner Examiner Dance Studies - Examiner Examiner Dance Studies - Examiner Examiner Dance Studies - Examiner Dance Studies - Examiner Examiner Examiner Examiner		SUBJECTS	PAPER	POSITION
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36Economics1Moderator37Economics2Examiner38Economics2Moderator39Electrical Technology-Examiner40Electrical Technology-Moderator41Engineering Graphics and Design1Examiner42Engineering Graphics and Design1Moderator43Engineering Graphics and Design2Examiner44Engineering Graphics and Design2Moderator45English 1st Add Language1Examiner			1	
37Economics2Examiner38Economics2Moderator39Electrical Technology-Examiner40Electrical Technology-Moderator41Engineering Graphics and Design1Examiner42Engineering Graphics and Design1Moderator43Engineering Graphics and Design2Examiner44Engineering Graphics and Design2Moderator45English 1st Add Language1Examiner				
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43Engineering Graphics and Design2Examiner44Engineering Graphics and Design2Moderator45English 1st Add Language1Examiner		<u> </u>		
44Engineering Graphics and Design2Moderator45English 1st Add Language1Examiner		<u> </u>		
45 English 1 st Add Language 1 Examiner		<u> </u>		
46 English 1st Add Language 1 Moderator				
	46	English 1 st Add Language	1	Moderator



47 English 1st Add Language 2 Examiner (Grade 12 only) 48 English 1st Add Language 3 Examiner 50 English 1st Add Language 3 Moderator 51 English Home Language 1 Examiner 52 English Home Language 1 Moderator 53 English Home Language 2 Examiner 54 English Home Language 2 Examiner 55 English Home Language 3 Examiner 56 English Home Language 3 Examiner 57 Geography 1 Examiner 58 Geography 1 Examiner 59 Geography 2 Examiner 60 Geography 2 Moderator 61 History 1 Examiner 62 History 2 Examiner 63 Hospitality Studies - Examiner 64 History 2 Moderator		SUBJECTS	PAPER	POSITION
49 English 1st Add Language 3 Examiner 50 English 1st Add Language 3 Moderator 51 English Home Language 1 Examiner 52 English Home Language 1 Moderator 53 English Home Language 2 Moderator (Grade 12 only) 54 English Home Language 3 Examiner 56 English Home Language 3 Moderator 57 Geography 1 Examiner 58 Geography 1 Moderator 59 Geography 2 Examiner 60 Geography 2 Examiner 61 History 1 Examiner 62 History 2 Examiner 63 History 2 Examiner 64 History 2 Moderator 65 Hospitality Studies - Examiner 66 Hospitality Studies - Moderator 67	47	English 1st Add Language	2	Examiner (Grade 12 only)
50 English 1st Add Language 3 Moderator 51 English Home Language 1 Examiner 52 English Home Language 2 Examiner (Grade 12 only) 53 English Home Language 2 Moderator (Grade 12 only) 54 English Home Language 3 Examiner 55 English Home Language 3 Moderator 56 English Home Language 3 Moderator 57 Geography 1 Examiner 58 Geography 2 Examiner 60 Geography 2 Examiner 61 History 1 Examiner 62 History 2 Examiner 63 History 2 Examiner 64 History 2 Examiner 65 Hospitality Studies - Examiner 66 Hospitality Studies - Examiner 67 Information Technology 1 Examiner	48	English 1st Add Language	2	Moderator (Grade 12 only)
51 English Home Language 1 Examiner 52 English Home Language 2 Examiner (Grade 12 only) 54 English Home Language 2 Moderator (Grade 12 only) 55 English Home Language 3 Examiner 56 English Home Language 3 Moderator 57 Geography 1 Examiner 58 Geography 1 Moderator 59 Geography 2 Examiner 60 Geography 2 Moderator 61 History 1 Examiner 62 History 2 Examiner 63 History 2 Examiner 64 History 2 Moderator 65 Hospitality Studies - Examiner 66 Hospitality Studies - Examiner 67 Information Technology 1 Examiner 68 Information Technology 1 Moderator	49	English 1st Add Language		Examiner
51 English Home Language 1 Examiner 52 English Home Language 2 Examiner (Grade 12 only) 53 English Home Language 2 Moderator (Grade 12 only) 55 English Home Language 3 Examiner 56 English Home Language 3 Moderator 57 Geography 1 Examiner 58 Geography 2 Examiner 59 Geography 2 Examiner 60 Geography 2 Moderator 61 History 1 Examiner 62 History 2 Examiner 63 History 2 Examiner 64 History 2 Moderator 65 Hospitality Studies - Examiner 66 Hospitality Studies - Moderator 67 Information Technology 1 Examiner 68 Information Technology 2 Examiner 7	50	English 1st Add Language	3	Moderator
English Home Language	51	English Home Language	1	Examiner
54 English Home Language 2 Moderator (Grade 12 only) 55 English Home Language 3 Examiner 56 English Home Language 3 Moderator 57 Geography 1 Examiner 58 Geography 1 Moderator 59 Geography 2 Moderator 60 Geography 2 Moderator 61 History 1 Examiner 62 History 2 Examiner 63 History 2 Examiner 64 History 2 Examiner 65 Hospitality Studies - Examiner 66 Hospitality Studies - Moderator 67 Information Technology 1 Examiner 68 Information Technology 2 Examiner 69 Information Technology 2 Examiner 70 Information Technology 2 Moderator 71	52		1	Moderator
54 English Home Language 2 Moderator (Grade 12 only) 55 English Home Language 3 Examiner 56 English Home Language 3 Moderator 57 Geography 1 Examiner 58 Geography 2 Examiner 60 Geography 2 Moderator 61 History 1 Examiner 62 History 1 Moderator 63 History 2 Examiner 64 History 2 Moderator 65 Hospitality Studies - Examiner 66 Hospitality Studies - Moderator 67 Information Technology 1 Examiner 68 Information Technology 1 Examiner 69 Information Technology 2 Examiner 70 Information Technology 2 Examiner 71 IsiXhosa Home Language 1 Moderator	53	English Home Language	2	Examiner (Grade 12 only)
56 English Home Language 3 Moderator 57 Geography 1 Examiner 58 Geography 1 Moderator 59 Geography 2 Examiner 60 Geography 1 Examiner 61 History 1 Moderator 62 History 2 Examiner 63 History 2 Moderator 64 History 2 Moderator 65 Hospitality Studies - Examiner 66 Hospitality Studies - Moderator 67 Information Technology 1 Examiner 68 Information Technology 1 Moderator 69 Information Technology 2 Examiner 70 Information Technology 2 Moderator 71 IsiXhosa Home Language 1 Examiner 72 IsiXhosa Home Language 2 Examiner 74 IsiXho	54			Moderator (Grade 12 only)
57 Geography 1 Examiner 58 Geography 2 Examiner 60 Geography 2 Moderator 61 History 1 Examiner 62 History 1 Moderator 63 History 2 Examiner 64 History 2 Moderator 65 Hospitality Studies - Examiner 66 Hospitality Studies - Moderator 67 Information Technology 1 Examiner 68 Information Technology 1 Moderator 69 Information Technology 2 Examiner 69 Information Technology 2 Examiner 70 Information Technology 2 Moderator 71 IsiXhosa Home Language 1 Examiner 72 IsiXhosa Home Language 1 Examiner 73 IsiXhosa Home Language 2 Examiner 74 IsiXhosa Home Language 3 Examiner 75 IsiXhosa Home Language 3 Examiner 76 IsiXhosa Home Language 3 Examiner 78 IsiXhosa Home Language	55			Examiner
58 Geography 1 Moderator 59 Geography 2 Examiner 60 Geography 2 Moderator 61 History 1 Examiner 62 History 2 Examiner 63 History 2 Examiner 64 History 2 Moderator 65 Hospitality Studies - Examiner 66 Hospitality Studies - Moderator 67 Information Technology 1 Examiner 68 Information Technology 1 Moderator 69 Information Technology 2 Examiner 70 Information Technology 2 Moderator 71 IsiXhosa Home Language 1 Examiner 72 IsiXhosa Home Language 1 Moderator 73 IsiXhosa Home Language 2 Examiner 74 IsiXhosa Home Language 3 Examiner 75	56	English Home Language	3	Moderator
59 Geography 2 Examiner 60 Geography 2 Moderator 61 History 1 Examiner 62 History 2 Examiner 63 History 2 Examiner 64 History 2 Examiner 65 Hospitality Studies - Examiner 66 Hospitality Studies - Moderator 67 Information Technology 1 Examiner 68 Information Technology 2 Examiner 69 Information Technology 2 Examiner 70 Information Technology 2 Moderator 71 IsiXhosa Home Language 1 Examiner 72 IsiXhosa Home Language 1 Moderator 73 IsiXhosa Home Language 2 Examiner 74 IsiXhosa 1st Add Language 3 Moderator 75 IsiXhosa 1st Add Language 1 Examiner	57	Geography	1	Examiner
60 Geography 2 Moderator 61 History 1 Examiner 62 History 2 Examiner 63 History 2 Examiner 64 History 2 Examiner 65 Hospitality Studies - Examiner 66 Hospitality Studies - Examiner 67 Information Technology 1 Examiner 68 Information Technology 1 Moderator 69 Information Technology 2 Examiner 60 Information Technology 1 Moderator 61 Information Technology 2 Examiner 62 Information Technology 2 Examiner 63 Information Technology 1 Moderator 64 Information Technology 2 Examiner 65 Information Technology 2 Examiner 66 Information Technology 2 Examiner 67 Information Technology 2 Examiner 68 Information Technology 2 Examiner 69 Information Technology 2 Examiner 60 Information Technology 2 Examiner 60 IsiXhosa Home Language 1 Examiner 61 IsiXhosa Home Language 2 Examiner (Grade 12 only) 62 IsiXhosa Home Language 3 Examiner 63 IsiXhosa Home Language 3 Examiner 64 IsiXhosa Home Language 3 Examiner 65 IsiXhosa Home Language 1 Examiner 66 IsiXhosa Isi Add Language 1 Examiner 67 IsiXhosa Isi Add Language 1 Examiner 68 IsiXhosa Isi Add Language 2 Examiner 69 IsiXhosa Isi Add Language 2 Examiner 60 IsiXhosa Isi Add Language 3 Examiner 61 IsiXhosa Isi Add Language 3 Examiner 62 IsiXhosa Isi Add Language 3 Examiner 63 IsiXhosa Isi Add Language 3 Examiner 64 Life Sciences 1 Examiner 65 Life Sciences 1 Examiner 66 Life Sciences 2 Examiner 67 Examiner 68 Mathematics 1 Examiner 68 Mathematics 1 Examiner 69 Mathematics Literacy 1 Examiner 60 Mathematics Literacy 2 Examiner 60 Mathematics Literacy 2 Examiner 60 Mathematics Literacy 2 Examiner	58	Geography	1	Moderator
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62 History 1 Moderator 63 History 2 Examiner 64 History 2 Moderator 65 Hospitality Studies - Examiner 66 Hospitality Studies - Moderator 67 Information Technology 1 Examiner 68 Information Technology 1 Moderator 69 Information Technology 2 Examiner 70 Information Technology 2 Examiner 71 IsiXhosa Home Language 1 Examiner 72 IsiXhosa Home Language 1 Moderator 73 IsiXhosa Home Language 2 Examiner (Grade 12 only) 74 IsiXhosa Home Language 2 Examiner 75 IsiXhosa Home Language 3 Examiner 76 IsiXhosa Home Language 3 Examiner 77 IsiXhosa Home Language 3 Moderator 78 IsiXhosa Home Language 3 Moderator 79 IsiXhosa 1st Add Language 1 Examiner 79 IsiXhosa 1st Add Language 1 Examiner 70 IsiXhosa 1st Add Language 2 Examiner 71 IsiXhosa 1st Add Language 2 Examiner 72 IsiXhosa 1st Add Language 3 Moderator 73 IsiXhosa 1st Add Language 1 Examiner 74 IsiXhosa 1st Add Language 2 Examiner 75 IsiXhosa 1st Add Language 3 Examiner 76 IsiXhosa 1st Add Language 1 Moderator 77 IsiXhosa 1st Add Language 2 Examiner (Grade 12 only) 80 IsiXhosa 1st Add Language 3 Examiner 81 IsiXhosa 1st Add Language 2 Moderator 82 IsiXhosa 1st Add Language 3 Examiner 83 Life Sciences 1 Examiner 84 Life Sciences 1 Examiner 85 Life Sciences 2 Examiner 86 Life Sciences 2 Examiner 87 Mathematics 1 Examiner 88 Mathematics 1 Examiner 89 Mathematics 2 Moderator 90 Mathematics 2 Examiner 90 Mathematics 1 Examiner 90 Mathematics 1 Examiner 91 Mathematics 1 Examiner 92 Mathematics 1 Examiner 93 Mathematics Literacy 1 Moderator 94 Mathematics Literacy 2 Examiner 95 Music 1 Examiner	60	Geography	2	Moderator
History	61	History	1	Examiner
64 History 65 Hospitality Studies 66 Hospitality Studies 67 Information Technology 68 Information Technology 69 Information Technology 70 Information Technology 71 IsiXhosa Home Language 72 IsiXhosa Home Language 73 IsiXhosa Home Language 74 IsiXhosa Home Language 75 IsiXhosa Home Language 76 IsiXhosa Home Language 77 IsiXhosa Home Language 78 IsiXhosa Home Language 79 IsiXhosa Home Language 70 IsiXhosa Home Language 71 IsiXhosa Home Language 72 IsiXhosa Home Language 73 IsiXhosa Home Language 74 IsiXhosa Home Language 75 IsiXhosa Home Language 76 IsiXhosa Ist Add Language 77 IsiXhosa Ist Add Language 78 IsiXhosa Ist Add Language 79 IsiXhosa Ist Add Language 70 IsiXhosa Ist Add Language 71 IsiXhosa Ist Add Language 72 IsiXhosa Ist Add Language 73 IsiXhosa Ist Add Language 74 IsiXhosa Ist Add Language 75 IsiXhosa Ist Add Language 76 IsiXhosa Ist Add Language 77 IsiXhosa Ist Add Language 78 IsiXhosa Ist Add Language 79 IsiXhosa Ist Add Language 70 IsiXhosa Ist Add Language 71 IsiXhosa Ist Add Language 72 IsiXhosa Ist Add Language 73 IsiXhosa Ist Add Language 74 IsiXhosa Ist Add Language 75 IsiXhosa Ist Add Language 76 IsiXhosa Ist Add Language 77 IsiXhosa Ist Add Language 78 IsiXhosa Ist Add Language 79 IsiXhosa Ist Add Language 70 IsiXhosa Ist Add Language 71 IsiXhosa Ist Add Language 72 IsiXhosa Ist Add Language 73 IsiXhosa Ist Add Language 74 IsiXhosa Ist Add Language 75 IsiXhosa Ist Add Language 76 IsiXhosa Ist Add Language 77 IsiXhosa Ist Add Language 78 IsiXhosa Ist Add Language 79 IsiXhosa Ist Add Language 70 Ist Add Language 71 Ist Add Language 71 Ist Add Language 72 Ist Add Language 73 Ist	62	History	1	Moderator
Hospitality Studies	63	History	2	Examiner
Hospitality Studies - Moderator	64	History	2	Moderator
Information Technology	65	Hospitality Studies	-	Examiner
68 Information Technology 1 Moderator 69 Information Technology 2 Examiner 70 Information Technology 2 Moderator 71 IsiXhosa Home Language 1 Examiner 72 IsiXhosa Home Language 2 Examiner (Grade 12 only) 73 IsiXhosa Home Language 2 Moderator (Grade 12 only) 74 IsiXhosa Home Language 3 Examiner 75 IsiXhosa Home Language 3 Examiner 76 IsiXhosa 1st Add Language 1 Examiner 77 IsiXhosa 1st Add Language 1 Moderator 78 IsiXhosa 1st Add Language 2 Examiner (Grade 12 only) 80 IsiXhosa 1st Add Language 2 Moderator (Grade 12 only) 81 IsiXhosa 1st Add Language 3 Examiner 82 IsiXhosa 1st Add Language 3 Examiner 83 Life Sciences 1 Examiner 84 Life Sciences 1 Examiner 85 Life Sciences 2 Examiner	66	Hospitality Studies	-	Moderator
69Information Technology2Examiner70Information Technology2Moderator71IsiXhosa Home Language1Examiner72IsiXhosa Home Language1Moderator73IsiXhosa Home Language2Examiner (Grade 12 only)74IsiXhosa Home Language3Examiner75IsiXhosa Home Language3Moderator76IsiXhosa Home Language1Examiner77IsiXhosa 1st Add Language1Examiner78IsiXhosa 1st Add Language2Examiner (Grade 12 only)80IsiXhosa 1st Add Language2Moderator (Grade 12 only)81IsiXhosa 1st Add Language3Examiner82IsiXhosa 1st Add Language3Moderator (Grade 12 only)81IsiXhosa 1st Add Language3Moderator82IsiXhosa 1st Add Language3Moderator83Life Sciences1Examiner84Life Sciences1Moderator85Life Sciences2Examiner86Life Sciences2Examiner87Mathematics1Examiner88Mathematics2Examiner90Mathematics Literacy1Examiner91Mathematics Literacy2Examiner94Mathematics Literacy2Examiner95Music1Examiner	67	Information Technology	1	Examiner
Information Technology 2 Moderator	68	Information Technology	1	Moderator
Till IsiXhosa Home Language 1	69	Information Technology	2	Examiner
72IsiXhosa Home Language1Moderator73IsiXhosa Home Language2Examiner (Grade 12 only)74IsiXhosa Home Language2Moderator (Grade 12 only)75IsiXhosa Home Language3Examiner76IsiXhosa 1st Add Language1Examiner77IsiXhosa 1st Add Language1Moderator79IsiXhosa 1st Add Language2Examiner (Grade 12 only)80IsiXhosa 1st Add Language2Moderator (Grade 12 only)81IsiXhosa 1st Add Language3Examiner82IsiXhosa 1st Add Language3Moderator83Life Sciences1Examiner84Life Sciences1Moderator85Life Sciences2Examiner86Life Sciences2Moderator87Mathematics1Examiner88Mathematics1Moderator89Mathematics2Examiner90Mathematics2Moderator91Mathematics Literacy1Examiner94Mathematics Literacy2Examiner95Music1Examiner	70	Information Technology	2	Moderator
73IsiXhosa Home Language2Examiner (Grade 12 only)74IsiXhosa Home Language2Moderator (Grade 12 only)75IsiXhosa Home Language3Examiner76IsiXhosa Home Language3Moderator77IsiXhosa 1st Add Language1Examiner78IsiXhosa 1st Add Language2Examiner (Grade 12 only)80IsiXhosa 1st Add Language2Moderator (Grade 12 only)81IsiXhosa 1st Add Language3Examiner82IsiXhosa 1st Add Language3Moderator83Life Sciences1Examiner84Life Sciences1Moderator85Life Sciences2Examiner86Life Sciences2Moderator87Mathematics1Examiner88Mathematics1Examiner90Mathematics2Examiner90Mathematics2Moderator91Mathematics Literacy1Examiner92Mathematics Literacy1Moderator93Mathematics Literacy2Examiner94Mathematics Literacy2Moderator95Music1Examiner	71	IsiXhosa Home Language	1	Examiner
74IsiXhosa Home Language2Moderator (Grade 12 only)75IsiXhosa Home Language3Examiner76IsiXhosa Home Language3Moderator77IsiXhosa 1st Add Language1Examiner78IsiXhosa 1st Add Language2Examiner (Grade 12 only)80IsiXhosa 1st Add Language2Moderator (Grade 12 only)81IsiXhosa 1st Add Language3Examiner82IsiXhosa 1st Add Language3Moderator83Life Sciences1Examiner84Life Sciences1Moderator85Life Sciences2Examiner86Life Sciences2Moderator87Mathematics1Examiner88Mathematics1Moderator89Mathematics2Examiner90Mathematics Literacy1Examiner91Mathematics Literacy1Moderator93Mathematics Literacy2Examiner94Mathematics Literacy2Examiner95Music1Examiner		IsiXhosa Home Language		Moderator
75IsiXhosa Home Language3Examiner76IsiXhosa Home Language3Moderator77IsiXhosa 1st Add Language1Examiner78IsiXhosa 1st Add Language1Moderator79IsiXhosa 1st Add Language2Examiner (Grade 12 only)80IsiXhosa 1st Add Language3Examiner81IsiXhosa 1st Add Language3Examiner82IsiXhosa 1st Add Language3Moderator83Life Sciences1Examiner84Life Sciences1Moderator85Life Sciences2Examiner86Life Sciences2Moderator87Mathematics1Examiner88Mathematics1Moderator89Mathematics2Examiner90Mathematics Literacy1Examiner91Mathematics Literacy1Examiner92Mathematics Literacy2Examiner94Mathematics Literacy2Examiner95Music1Examiner	73	IsiXhosa Home Language		Examiner (Grade 12 only)
76IsiXhosa Home Language3Moderator77IsiXhosa 1st Add Language1Examiner78IsiXhosa 1st Add Language2Examiner (Grade 12 only)80IsiXhosa 1st Add Language2Moderator (Grade 12 only)81IsiXhosa 1st Add Language3Examiner82IsiXhosa 1st Add Language3Moderator83Life Sciences1Examiner84Life Sciences1Moderator85Life Sciences2Examiner86Life Sciences2Moderator87Mathematics1Examiner88Mathematics1Moderator89Mathematics2Examiner90Mathematics Literacy1Examiner91Mathematics Literacy1Examiner92Mathematics Literacy2Examiner94Mathematics Literacy2Moderator95Music1Examiner	74	IsiXhosa Home Language		Moderator (Grade 12 only)
77IsiXhosa 1st Add Language1Examiner78IsiXhosa 1st Add Language1Moderator79IsiXhosa 1st Add Language2Examiner (Grade 12 only)80IsiXhosa 1st Add Language2Moderator (Grade 12 only)81IsiXhosa 1st Add Language3Examiner82IsiXhosa 1st Add Language3Moderator83Life Sciences1Examiner84Life Sciences1Moderator85Life Sciences2Examiner86Life Sciences2Moderator87Mathematics1Examiner88Mathematics1Moderator89Mathematics2Examiner90Mathematics Literacy1Examiner91Mathematics Literacy1Examiner92Mathematics Literacy2Examiner94Mathematics Literacy2Moderator95Music1Examiner	75	IsiXhosa Home Language		
78IsiXhosa 1st Add Language1Moderator79IsiXhosa 1st Add Language2Examiner (Grade 12 only)80IsiXhosa 1st Add Language2Moderator (Grade 12 only)81IsiXhosa 1st Add Language3Examiner82IsiXhosa 1st Add Language3Moderator83Life Sciences1Examiner84Life Sciences2Examiner85Life Sciences2Examiner86Life Sciences2Moderator87Mathematics1Examiner88Mathematics1Moderator89Mathematics2Examiner90Mathematics2Moderator91Mathematics Literacy1Examiner92Mathematics Literacy1Moderator93Mathematics Literacy2Examiner94Mathematics Literacy2Examiner95Music1Examiner	76	IsiXhosa Home Language	3	Moderator
79IsiXhosa 1st Add Language2Examiner (Grade 12 only)80IsiXhosa 1st Add Language2Moderator (Grade 12 only)81IsiXhosa 1st Add Language3Examiner82IsiXhosa 1st Add Language3Moderator83Life Sciences1Examiner84Life Sciences2Examiner85Life Sciences2Examiner86Life Sciences2Moderator87Mathematics1Examiner88Mathematics1Moderator89Mathematics2Examiner90Mathematics2Moderator91Mathematics Literacy1Examiner92Mathematics Literacy1Moderator93Mathematics Literacy2Examiner94Mathematics Literacy2Examiner95Music1Examiner		IsiXhosa 1 st Add Language	1	Examiner
80IsiXhosa 1st Add Language2Moderator (Grade 12 only)81IsiXhosa 1st Add Language3Examiner82IsiXhosa 1st Add Language3Moderator83Life Sciences1Examiner84Life Sciences2Examiner85Life Sciences2Examiner86Life Sciences2Moderator87Mathematics1Examiner88Mathematics1Moderator89Mathematics2Examiner90Mathematics2Moderator91Mathematics Literacy1Examiner92Mathematics Literacy1Moderator93Mathematics Literacy2Examiner94Mathematics Literacy2Moderator95Music1Examiner	78		1	Moderator
81IsiXhosa 1st Add Language3Examiner82IsiXhosa 1st Add Language3Moderator83Life Sciences1Examiner84Life Sciences2Examiner85Life Sciences2Moderator86Life Sciences2Moderator87Mathematics1Examiner88Mathematics2Examiner90Mathematics2Examiner91Mathematics Literacy1Examiner92Mathematics Literacy1Moderator93Mathematics Literacy2Examiner94Mathematics Literacy2Moderator95Music1Examiner	79	IsiXhosa 1 st Add Language	2	Examiner (Grade 12 only)
82IsiXhosa 1st Add Language3Moderator83Life Sciences1Examiner84Life Sciences2Examiner85Life Sciences2Moderator86Life Sciences2Moderator87Mathematics1Examiner88Mathematics2Examiner90Mathematics2Moderator91Mathematics Literacy1Examiner92Mathematics Literacy1Moderator93Mathematics Literacy2Examiner94Mathematics Literacy2Moderator95Music1Examiner	80		2	
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84Life Sciences1Moderator85Life Sciences2Examiner86Life Sciences2Moderator87Mathematics1Examiner88Mathematics1Moderator89Mathematics2Examiner90Mathematics2Moderator91Mathematics Literacy1Examiner92Mathematics Literacy1Moderator93Mathematics Literacy2Examiner94Mathematics Literacy2Moderator95Music1Examiner	82	IsiXhosa 1 st Add Language		Moderator
85Life Sciences2Examiner86Life Sciences2Moderator87Mathematics1Examiner88Mathematics1Moderator89Mathematics2Examiner90Mathematics2Moderator91Mathematics Literacy1Examiner92Mathematics Literacy1Moderator93Mathematics Literacy2Examiner94Mathematics Literacy2Moderator95Music1Examiner	83	Life Sciences	1	Examiner
86Life Sciences2Moderator87Mathematics1Examiner88Mathematics1Moderator89Mathematics2Examiner90Mathematics2Moderator91Mathematics Literacy1Examiner92Mathematics Literacy1Moderator93Mathematics Literacy2Examiner94Mathematics Literacy2Moderator95Music1Examiner	84	Life Sciences	1	Moderator
87Mathematics1Examiner88Mathematics1Moderator89Mathematics2Examiner90Mathematics2Moderator91Mathematics Literacy1Examiner92Mathematics Literacy1Moderator93Mathematics Literacy2Examiner94Mathematics Literacy2Moderator95Music1Examiner	85	Life Sciences	2	Examiner
88Mathematics1Moderator89Mathematics2Examiner90Mathematics2Moderator91Mathematics Literacy1Examiner92Mathematics Literacy1Moderator93Mathematics Literacy2Examiner94Mathematics Literacy2Moderator95Music1Examiner	86	Life Sciences		Moderator
89Mathematics2Examiner90Mathematics2Moderator91Mathematics Literacy1Examiner92Mathematics Literacy1Moderator93Mathematics Literacy2Examiner94Mathematics Literacy2Moderator95Music1Examiner	87	Mathematics	1	Examiner
90Mathematics2Moderator91Mathematics Literacy1Examiner92Mathematics Literacy1Moderator93Mathematics Literacy2Examiner94Mathematics Literacy2Moderator95Music1Examiner	88	Mathematics	1	Moderator
91Mathematics Literacy1Examiner92Mathematics Literacy1Moderator93Mathematics Literacy2Examiner94Mathematics Literacy2Moderator95Music1Examiner	89	Mathematics		
92Mathematics Literacy1Moderator93Mathematics Literacy2Examiner94Mathematics Literacy2Moderator95Music1Examiner				
93Mathematics Literacy2Examiner94Mathematics Literacy2Moderator95Music1Examiner	91		1	Examiner
94Mathematics Literacy2Moderator95Music1Examiner	92			Moderator
95 Music 1 Examiner	93			Examiner
	94	Mathematics Literacy	2	
96 Music 1 Moderator		Music	1	Examiner
	96	Music	1	Moderator



	SUBJECTS	PAPER	POSITION
97	Music	2	Examiner
98	Music	2	Moderator
99	Physical Sciences	1	Examiner
100	Physical Sciences	1	Moderator
101	Physical Sciences	2	Examiner
102	Physical Sciences	2	Moderator
103	Religion Studies	1	Examiner
104	Religion Studies	1	Moderator
105	Religion Studies	2	Examiner
106	Religion Studies	2	Moderator
107	Sesotho Home Language	1	Examiner
108	Sesotho Home Language	1	Moderator
109	Sesotho Home Language	2	Examiner (Grade 12 only)
110	Sesotho Home Language	2	Moderator (Grade 12 only)
111	Sesotho Home Language	3	Examiner
112	Sesotho Home Language	3	Moderator
113	Tourism	-	Examiner
114	Tourism	-	Moderator
115	Visual Arts Theory	-	Examiner
116	Visual Arts Theory	-	Moderator



INSTRUCTIONS TO COMPLETE APPLICATION FORM

N.B. 1. ONLY SCHOOL-BASED EDUCATORS WILL BE CONSIDERED FOR EXAMINERS POSTS AS THEY ARE DIRECTLY INVOLVED IN THE SUBJECT 2. PRINCIPALS OF SCHOOLS MUST NOT APPLY

Please note:

- 1. Closing Date at District Office, Examinations Section, is Friday, 15 May 2015 at 16h00
- 2. A separate application form is to be completed for each position and for each subject.
- 3. The following documentation MUST be attached for the application to be considered.

 Failure to attach all the following documents will lead to the application not being considered.
 - 1. A recent passport-sized two **photograph** of yourself in the block provided on the application form
 - 2. A certified copy of your **identity document.**
 - 3. A certified copy of your salary advice slip.
 - 4. Certified copies of your academic qualifications.
 - 5. An abridged Curriculum Vitae (CV) relevant to the application.
 - 6. Letter(s) of **recommendation** from an appropriate referee. (CES Curriculum Management, Subject Advisor, School Principal or Head of Department).
 - 7. Evidence of appointment as Senior Marker/ Deputy Chief Marker/ Chief Marker or Marking Moderator.
 - 8. A copy of the school NSC 2014 results analysis.





ANNEXURE B (Grades 11 and 12) Assessment Instruction 24 of 2015

APPLICATION FORM FOR GRADES 11 AND 12 PROVINCIAL INTERNAL EXAMINER AND MODERATOR

Where Applicable mark Appropriate Block with a "X"

A. Position Indicate the desired	appointment (only ONE position per form)	
Moderator Exam	iner	
Subject		Paper 1 2 3
If applying for a <u>language</u> , indicate t the language.	ne level of Home Language First Additional Language	Second Additional Language
Indicate the language in which you a adapt/tape.	re able to moderate, examine or English Afrika	aans Both
B. Personal Details		
Surname		
Please	Print	Affix ID-photo here.
Title Dr Mr. Mrs. Ms	Initials	Write Persal no., Surname and Initials on
First Name		reverse
Ple	ase Print	
Identity Number	PERSAL Number	
Tax Number		
Postal		
Address Please Print		Code
Physical		
Address		Code
Please Print		Code
Telephone Number (w)	Telephone Number (h)	
Fax Number (w)	Fax Number (h)	
Cellular Number	Alternative contact no.	
E-Mail Address		
<u> </u>	Please Print (lower case)	L
Institution where employed		
	Please Print	MIN AND DE

Centre number (If	Applicable)	4						District					
				Please I	Print								
Present post							(e.	.g. Deputy Princi	ipal, T	eacher, Subj	ect Spec	ialist	
•													
		Ple	ase P		100	DIT	<u> </u>	-					
					los	PH	ALI	IY					
If successful, will vo	If successful, will you require accommodation during marking period?												
Gender M F													
Special Dietary Re	quirements									YES		NO	
Specify Special Die	etary Require	mer	ıt (Ha	ılaal, Ve	egeta	arian	etc.	.)		•		•	
C. Academic De	tails Hons.		M.	Degree	е		D	. Degree					
University													
Major subjects										Course Le	vel		
1										Course Le	vel		
2										Course Le	vel		
3										Course Le	vel		
Professional/Tech	nical Diplon	na		_									
		_	$\overline{}$						_				
Major Teaching S	ubjects	1								Teaching	Experie	ence	
		2								Teaching	Experie	ence	
		3								Teaching	Experie	ence	
		4								Teaching	Experie	ence	
D. Experience													
Teaching experience in <u>years</u> in the subject you wish to be a moderator/examiner.													
Grade 11 Grade 12													



PERFORMANCE AT OWN SCHOOL (Relative to the subject applied for on this application – must have obtained at least 80% in 2014)

Year	Subject Description	No. Of Learners	Subject Pass Rate %	Subject Level	School pass rate
2012					
2013					
2014					

Setting/ Moderating experience in external, public examinations at NSC level

Position Held	Subject	Grade	Paper	Examination (Nov/March)	Year(s)
					2010
					2011
					2012
					2013
					2014

Marking experience in external, public examinations at NSC level (Last five years only)

Position Held	Subject	Grade	Paper	Examination (Nov/March)	Year(s)
		NSC			2010
		NSC			2011
		NSC			2012
		NSC			2013
		NSC			2014

E. NCS and CAPS Training Programmes

List the NCS and CAPS training programmes you attended.

Date	Place	Grades 10; 11; 12	Subjects and or Learning Area	Certification Y/N



Computer Training

IVIS-VVOIG	M2-Excel	Advanced Training					
Include certified copies of your certificates and a transcript with the application							
F. Banking details							
Name of Account Holder							
Bank							
Branch							
Branch code							
Account number							
Type of Account (Mark with a "X") Saving Current Transmission							
G. Motor Vehicle Details	(if Applicable)						
Make		Model					
Registration		Engine Capacity cc					
H. Declaration by the ap	plicant						
I certify that the above information is correct and accurate. Should there be any errors or false declaration in this application, it will be disqualified.							
I am willing to abide by all conditions as stipulated in ASSESSMENT INSTRUCTION 24 of 2015.							
Signature of applica	ant	Date					



Ithat the above information is true and recommend the application without a		INSTITUTION'S OFFICIAL STAMP:	
Name and Surname of the Principal/S Advisor/District Director	Subject Date		
Signature of the Principal/Subject Advisor/District Director	ct Date		
Comments			
	Official use (Only	
Accept Reject	uator Name (Please Print)	Signature	 Date

Declaration and recommendation by the Principal /Subject Advisor/District Director



I.