



Call for Applications:

Part-time Tutors for the Short Course Unit (SCU)

The Short Course Unit (SCU) at Durban University of Technology (DUT) invites tutors to apply to teach various courses offered by the SCU on a part-time basis.

Duties:

Candidates are expected to:

- Assist in the facilitation of courses designed for industry clients;
- Demonstrate a high degree of competency in The Microsoft Office Suite (MS Outlook, MS Word, MS Excel, MS PowerPoint), Digital Literacy (Mobile and Internet Literacy), and Online Netiquette (Social Media, WhatsApp, Search Engine tips and tricks);
- Effectively utilize online communication platforms such as Microsoft Teams, Zoom, etc.

Minimum requirements:

- A Diploma/Degree;
- Communicate competently in English;
- Own PC/Laptop or related device(s) with a good quality microphone and webcam;
- Strong and stable internet connection;
- Prior tutoring experience will be advantageous; and
- Industry experience in the MS Office Suite will be advantageous.

How to Apply:

Please email your CV, certified copies of qualifications, and certified ID to RasmiS@dut.ac.za

Deadline: **14:00, Thursday, 20 April 2023.**

For more information you can contact:

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- Rasmi Singh Project Coordinator RasmiS@dut.ac.za