

FACILITATORS/ASSESSORS – LABOUR INSPECTOR

We are seeking **Experienced Facilitators/Assessors** to deliver the **Occupational Certificate: Labour Inspector** learnership programme. The role involves Classroom Facilitation, Workplace Integration, Assessment and Learner Support in line with **QCTO curriculum and Services SETA requirements**.

Programme: **Occupational Certificate: Labour Inspector (SAQA ID 118748)**
Location: **Durban, KwaZulu-Natal**
Contract Type: **Fixed-Term (August 2026 – August 2027) and or Daily**
Reference No.: **HMC-104-63**
Closing Date: **14 July 2026**

MINIMUM REQUIREMENTS

- ✓ **Matric/Grade 12** plus a **Relevant Tertiary Qualification** in Labour Relations, HR Management, Industrial Relations or Law (NQF Level 5 or higher).
- ✓ **Registered Assessor/Moderator** with ETDP SETA or relevant ETQA (*Proof Required*).
- ✓ Minimum **3 years' experience** in facilitation, assessment or moderation within occupational qualifications.
- ✓ Practical workplace experience in **labour law compliance, inspections, dispute resolution, or HR**.
- ✓ Valid **Driver's Licence** and ability to travel to training venues.
- ✓ Competence in **online facilitation** (LMS/e-learning platforms).

SKILLS & COMPETENCIES

- ✓ Strong knowledge of **South African labour legislation** (Labour Relations Act, BCEA, Employment Equity Act, OHS Act, Skills Development Act, etc.).
- ✓ Excellent **communication skills** (written and oral).
- ✓ Strong **administrative and reporting ability**.
- ✓ Effective **time management** and ability to meet deadlines.
- ✓ Commitment to **learner support and mentorship**.

RESPONSIBILITIES

- ✓ Deliver **Knowledge Modules (KM01–KM17), Practical Skills Modules (PM01–PM04)** and support **Workplace Modules (WM01–WM04)**.
- ✓ Conduct **formative and summative assessments** in line with QCTO Assessment Policy.
- ✓ Guide learners in compiling **Portfolios of Evidence (POE)** and Statements of Results (SOR).
- ✓ Ensure compliance with **QCTO Accreditation, Assessment, and Quality Assurance policies**.
- ✓ Submit training reports and learner progress documentation timeously.

REMUNERATION

Fixed Term Monthly Rate and Daily Rate (TBD).

APPLICATION PROCESS

Please email your **detailed CV**, certified copies of qualifications and **ETDP SETA Assessor/Moderator Registration** to: recruitment@hughesmanagement.co.za Quote the reference number **HMC-104-63** in your application. Applicants will undergo **Qualification Verification, Reference Checks and Compliance Screening**