

Erf 4810 Amampondo Street
Rooihuiskraal North Extension 46
Centurion
012 534 3344

PO Box 4976
Pretoria, 0001
www@amberfieldcollege.co.za
info@amberfieldcollege.co.za



AMBERFIELD COLLEGE High School ACCOUNTING & EMS Position (Grade 8-12)

Job Overview and Responsibilities

- Teach ACCOUNTING curriculum: Plan, prepare, and deliver lessons aligned with curriculum standards
- Assess and evaluate: Design and administer assessments; provide feedback on students' work.
- Manage classroom: Create a positive learning environment; establish behavior and academic expectations.
- Support students: Identify and assist students with learning difficulties; offer additional support or enrichment.
- Communicate and collaborate: Engage with parents, colleagues, and participate in school activities.
- Resource management: Use various teaching resources effectively; stay updated with new teaching methods.
- Professional development: Continuously improve teaching practices through training and self-reflection.
- Handle administrative tasks: Maintain records of attendance, grades, and complete necessary documentation.

Required Knowledge

- Qualification required: 4-year teaching qualification or an equivalent degree.
- Education level: University or recognised teaching institution.
- IEB Teaching experience will be preferable.

Required Skills

- At least 5 years of teaching experience
- Broad knowledge of all the Accounting and EMS components and the Annual Teaching Plans
- Organising
- Leadership
- Motivation
- Communication
- Team player

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Required Values

- People: "We always put people first in whatever we do".
- Integrity: "We always do what we say".
- Perseverance: "We finish what we start".
- Excellence: "We always give our best and improve on what we do".

Who can apply

Only candidates with relevant experience who are available to start immediately are encouraged to apply.

How to apply

A comprehensive CV, with three contactable references, must be emailed to Ms. G Herzog: gherzog@amberfieldcollege.co.za and Mrs Y Jasmat: yjasmat@amberfieldcollege.co.za by **1 October 2024**. Date of official employment 1 of November 2024

When submitting your application, please ensure you include the following documentation:

- Curriculum Vitae
- SACE Certificate (valid)

Supporting documentation: Bank Confirmation Letter, Tax Certificate, Qualifications and Valid Police Clearance Certificate