



LIMPOPO

PROVINCIAL GOVERNMENT

REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF EDUCATION

Ref No: S3/1/1/1 Enq Ramaru TE Tel : 067 873 7345 E – Mail: RamaruTE@edu.limpopo.gov.za

TO: All Heads of Departments - Limpopo Provincial Administration
All Deputy Directors – General
All Chief Directors
All Directors

DEPARTMENTAL CIRCULAR No 164.OF 2026

ADVERTISEMENT OF CONTRACT POSTS FOR THE INDIVIDUAL LEARNER SUPPORT CAREGIVER/ CLASS ASSISTANT IN THE LIMPOPO DEPARTMENT OF EDUCATION: THREE (3) MONTHS FIXED-TERM CONTRACT.

1. Applications are hereby invited from suitably qualified candidates for the filling of the contract posts, which exists in the Limpopo Department of Education. The details of the post are outlined in the attached **Annexure A of this Circular**.
2. Applications must be submitted on the new Z83 form obtainable from all Government Departments/ Institutions or can be downloaded from www.dpsa.gov.za / www.labour.gov.za.
3. The new Z83 form must be fully completed and signed by the applicant.
The following must be considered in relation to the completion of the Z83 by applicants:
 - 3.1. All the fields in **Part A, Part C and Part D** should be completed. In Part B all fields should be completed in full except the following:
 - (i) South African applicants need not provide passport numbers.
 - (ii) If an applicant responds “No” to the question “Are you conducting business with the State or are you a Director of a Public or Private Company conducting business with the State? If Yes (provide details), then it is acceptable for an applicant to indicate not

applicable or leave a blank to the question. *"In the event that you are employed in the Public Service, will you immediately relinquish such business interests?"*

- (iii) Applicants may leave the following question blank if they are not in possession of such: *"if your profession or occupation requires official registration, provide date and particulars of registration."*
- (iv) Noting there is limited space provided for Part E, F & G, applicants often indicate "refer to Curriculum Vitae (CV) or see attached", this is acceptable as long as the CV has been attached and provides the required information. If the information is not provided in the CV, the applicant may be disqualified.
- (v) It must be noted that a CV is an extension of the application of employment on Z83, and applicants are accountable for the information that is provided therein.
- (vi) The questions related to conditions that prevent re - appointment under Part F must be answered.

- 3.2. A specific reference number indicated on the post applied for must be quoted in the column "Reference Number" on the Z83 application form.
- 4. Certified copies of educational qualifications, academic records, identity documents and a valid driver's license (where required) are only required to be presented on the day of the interviews.
- 5. The Department reserves the right not to make any appointment/s to the posts advertised.
- 6. **The closing date for submission of applications is Friday, 25th September 2026 at 16H00.** Late applications for the advertised posts will not be considered.
- 7. Failure to comply with the above requirements will result in the disqualification of the application.

8. Applications should be submitted as directed below:

Applications should be submitted on the following website:
<https://erecruitment.limpopo.gov.za>

It is critical that applicants must register to apply on the above cited website.

Or

Hand delivered at the following addresses:

Applications must be submitted at the Education Districts on **Annexure B**.

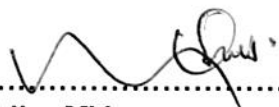
9. Correspondence will be limited to shortlisted candidates only, due to large numbers of applications we envisage receiving and if you have not heard from us within ninety (90) days of the closing date, please accept that your application has been unsuccessful. However, should there be any dissatisfaction, applicants are hereby advised to, within 90 days, seek reasons for the above administrative action in terms of section 5, sub-section 1 and 2 of the Promotion of Access to Information Act 3 of 2000. Applications which are forwarded/submitted to the wrong address will not be considered.

10. Enquiries should be directed to: Messrs. Lukheli TV at 081 535 3675 and Ramaru TE at 067 873 7345, Mesdames Mmowa LS at 081 532 6059, Phasiwe N at 081 550 2664 and Tema MA at 081 387 2674.

11. **Employment Equity Statement:** The Limpopo Department of Education is committed to the achievement of employment equity and transformation in accordance with its Employment Equity Plan. Consequently, the Employment Equity Plan will inform all appointment decisions.

The Department is dedicated to promoting equitable representation in its workforce through the filling of these posts. Accordingly, people with disabilities are strongly encouraged to apply.

12. **Note:** The contents of the advertised vacant post will also be posted on the following website www.limpopo.gov.za, www.limpopo.edu.limpopo.gov.za and www.dpsa.gov.za and Provincial Department social media.


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Mr. Seshibe MV
Head of Department

31/08/2026
.....
Date

ANNEXURE A

LIMPOPO

PROVINCIAL GOVERNMENT
REPUBLIC OF SOUTH AFRICA

DEPARTMENT OF EDUCATION

ADVERTISEMENT OF POST

Name of Post : Individual Learner Support Caregiver/ Class Assistant X 37 Posts
Post Status : Three (3) months fixed-term contract.
 : **Renewal:** The contract may be renewed based on the learner's ongoing support needs, performance, availability of funding, and the school's requirements.
Salary : R4,500 per month (all-inclusive stipend/salary)

DISTRICT	LOCATION	NUMBER OF POST	REFERENCE No
Capricorn South	Eureka Full-Service Primary School	2	Ref No: LDoE 08/09/2029
Capricorn South	Mahlodimela Full-Service Primary School	1	Ref No: LDoE 09/09/2029
Capricorn South	SJ van der Merwe Full-Service Secondary School	1	Ref No: LDoE 10/09/2029
Mogalakwena	Lebone Special School	6	Ref No: LDoE 11/09/2029
Mopani East	Pfunanani Special School	1	Ref No: LDoE 12/09/2029
Mopani West	Letaba Special School	2	Ref No: LDoE 13/09/2029
Sekhukhune South	Sibisi Full - Service Primary School	4	Ref No: LDoE 14/09/2029
Vhembe East	Fulufhelo Special School	3	Ref No: LDoE 15/09/2029
Vhembe East	Grace & Love Special School	4	Ref No: LDoE 16/09/2029
Vhembe East	Makumeke Primary School	2	Ref No: LDoE 17/09/2029
Vhembe East	Mhinga Special School	3	Ref No: LDoE 18/09/2029
Waterberg	Sedibeng Special School	6	Ref No: LDoE 19/09/2029
Waterberg	Thusanang Special School	2	Ref No: LDoE 20/09/2029

Minimum Requirements:

- Minimum of grade 10 or equivalent qualification.
- Grade 12 (Matric) will be an added advantage.

Position Purpose:

We are seeking a dedicated, compassionate, and highly capable Individual Learner Support Caregiver/ Class Assistant to provide specialized one-to-one support to a learner requiring a high level of educational, behavioural, social, communication, and/or personal care assistance.

This position is distinct from a general Classroom Assistant role. The successful candidate will focus primarily on supporting the identified learner(s) to access the curriculum, participate meaningfully in school activities, develop independence, and achieve personal learning goals while working collaboratively with teachers, therapists, parents, and other support staff.

Competencies, Knowledge and Skills:

- Strong interpersonal and communication skills.
- Ability to build trusting relationships with learners, families, and staff.
- Effective problem-solving and decision-making skills.
- Behaviour support and conflict management skills.
- Observation, recording, and reporting skills.
- Excellent organizational and time-management abilities.
- Adaptability and flexibility in responding to changing learner needs.
- Ability to maintain confidentiality and professional boundaries.
- Professional Skills
- Understanding of inclusive education principles.
- Ability to support learners with diverse educational, physical, developmental, behavioural, or communication needs.
- Knowledge of safeguarding and child protection practices.
- Competence in implementing individualized support strategies.
- Ability to encourage learner independence, confidence, and participate.
- Ability to implement support plans and follow professional guidance from specialists.
- Good written and verbal communication skills.
- Ability to work independently and as part of a multidisciplinary team.

Duties:

- Provide individualized educational support based on the learner's specific needs and support plan.
- Assist the learner in accessing classroom activities, learning materials, and school programmes.
- Implement strategies recommended by teachers, therapists, psychologists, and other specialists.
- Support the learner's communication, social interaction, emotional regulation, and behaviour management.
- Assist with mobility, personal care, feeding, toileting, and health-related routines where required.
- Promote learner independence while providing appropriate levels of support and supervision.
- Monitor, record, and report on learner progress, behaviour, and wellbeing.
- Support the learner's inclusion in classroom, recreational, and extracurricular activities.
- Maintain confidentiality and uphold the dignity and rights of the learner at all times.
- Attend meetings, training sessions, and professional development activities as required.
- Collaborate effectively with educators, parents, caregivers, and multidisciplinary support teams.

ANNEXURE B

Postal Address	Physical Address	General Enquiries
The District Director Capricorn South Education District Private Bag X 03 Chueniespoort 0745	Old Parliament Complex Lebowakgomo	Ms J Ntsoane Cell No: 082 906 3848
The Acting District Director Sekhukhune South Education District Private Bag X 70 Lebowakgomo 0737	Old Parliament Complex Lebowakgomo	Ms P Mageza Cell No: 082 906 3905
The District Director Mopani East Education District Private Bag X 578 Giyani 0826	Old Parliament Building Giyani	Mr N Sono Cell No: 079 693 0085
The District Director Mopani West Education District Private Bag X 4032 Tzaneen 0850	27 Peace Street Prosperitas Building Tzaneen	Mr MW Raholane Cell No: 082 881 6102
The Acting District Director Vhembe East Education District Private Bag X 2250 Sibasa 0970	Block D Old Parliament Building Thohoyandou	Ms AB Sivhabu Cell No: 066 044 2157
The Acting District Director Mogalakwena Education District Private Bag X 601 Mahwelereng 0626	805 Rufus Seakamela Street Mahwelereng	Ms MO Sebyetseba Cell No: 072 623 6644
The Acting District Director Waterberg Education District Private Bag x 1040 Modimolle 0510	84 Limpopo Street NTK Building Modimolle	Ms K Songwane Cell No: 079 495 5898