



VACANCY ANNOUNCEMENT

The Technical Education, Vocational and Entrepreneurship Training Authority (TEVETA) is a body corporate established under the Technical Education, Vocational and Entrepreneurship Training (TEVET) Act No. 13 of 1998 and the TEVET (Amendment) Act No. 11 of 2005.

TEVETA was established to regulate, monitor and co-ordinate Technical Education, Vocational and Entrepreneurship Training in consultation with industry, employers, workers and other stakeholders.

TEVETA wishes to recruit qualified and experienced Zambians for the following vacancies which have arisen.

MANAGER-RESEARCH

1. OVERALL, PURPOSE OF THE JOB

To coordinate and lead research activities for the purpose of providing information for making fact-based decisions regarding the development and review of TEVET curricula and TEVET in general. This role ensures that curricula are responsive to societal needs and align with the changing demands of the technical education, vocational training, and entrepreneurship landscape.

2. DUTIES AND RESPONSIBILITIES

Duties and Responsibilities include:

- a) Provides input to the overall TEVETA business strategy, aligning research efforts with TEVET goals.
- b) Develops and implements research strategies derived from the overarching TEVETA business strategy.
- c) Conducts research to uncover insights that inform curriculum development and review.

- d) Ensures that curricula align with evolving socio-economic, and industry demands.
- e) Utilizes research findings to drive evidence-based decisions in curriculum development.
- f) Ensures that curricula remain dynamic and aligned with emerging trends.
- g) Collaborates with industry stakeholders, institutions, and TEVET experts to gather research insights.
- h) Fosters partnerships that enrich the quality of curriculum content.

3. QUALIFICATIONS, KNOWLEDGE, AND SKILLS:

5.1 Qualifications Required

University Degree in either Education, Research, Social Sciences, or a relevant field.

3.2 Skills and Competencies Required

5.2.1 Technical

- Research strategy formulation and execution.
- Research methodology design and implementation.
- Data collection, analysis, and interpretation.
- Curriculum development insights from research.
- Stakeholder engagement for research collaboration.
- Publication and presentation of research findings.
- Quality assurance in research processes.

5.2.2 Functional

- Strategic thinking and planning.
- Stakeholder management for research partnerships.
- Budgeting and resource allocation for research.
- Project management of research initiatives.
- Analytical thinking for research design.
- Report writing and presentation of research insights.

5.2.3 Behavioural

- Leadership in driving research initiatives.
- Excellence in research methodology.
- Collaboration and relationship management.
- Integrity and ethical research conduct.
- Analytical decision-making based on research data.
- Effective communication of research findings.

6.0 MINIMUM RELEVANT EXPERIENCE

Seven (7) of experience.

Letters of application accompanied with a CV detailing achievement, and names of three traceable referees, should be addressed to:

The Director General
Technical Education, Vocational and Entrepreneurship Training Authority
(TEVETA)
Bird Cage Walk, Longacres
Private Bag RW 16X
LUSAKA

Correspondence will only be conducted with short listed candidates. Should you not hear from us, please consider your application unsuccessful.

Closing Date for receiving applications **17th November 2023**