



Province of the
EASTERN CAPE
EDUCATION

2025 EMPLOYEE BURSARY

ADVERT



Steve Vukile Tshwete Complex
Zone 6 Zwelitsha, 5608
Private Bag X0032
Bhisho 5608

Human Resource Development (HRD)





EASTERN CAPE DEPARTMENT OF EDUCATION BURSARIES FOR THE 2025 ACADEMIC YEAR

The Eastern Cape Department of Education is inviting all its Employees who are interested in furthering their Studies in various Scarce and Critical Skills to apply for bursary opportunities that are offered as follows:

PROGRAMME 1 SMS

| RESPONSIBILITY | AREAS |
|--|--|
| Oversight responsibility | <ul style="list-style-type: none"> • Leadership Management • Monitoring & Evaluation • Research • Risk Management |
| Director, Chief Director & Deputy Director General | <ul style="list-style-type: none"> • Public Administration/Management or Strategic Project Management • Making Performance my Responsibility • Deepening Evaluations in Government • Coaching for Leadership Development • Programme & Project Management |

| CHIEF DIRECTORATE: Corporate Strategy Management (IT, EMIS, Strat Plan & CRMC) | | |
|--|---|--|
| TARGET | QUALIFICATION | AREAS |
| DEPUTY DIRECTORS | ND; B. Tech/Advanced Diploma; Honours & Masters | <ul style="list-style-type: none"> • Information System • Information Technology (Networking, Security, ICT Management, Programming & Engineering) • IT/ Software Development • Networking Security • Computer Networking • Industrial Psychology • Public Management • Risk Management • Strategic Management • IT/Programming • Archives and Records Management • Archives, Records, and Information Science • Information and Knowledge Management |
| ASSISTANT DIRECTORA | | |
| OTHER OFFICE BASED EMPLOYEES | ND; B. Tech/ Advanced Diplomas; Honours & Masters | |



| CHIEF DIRECTORATE: Human Resource Management & Development | | |
|---|---|--|
| TARGET | QUALIFICATION | AREAS |
| DEPUTY DIRECTORS | ND, B. Tech/Advanced Diploma, Honours & Masters | <ul style="list-style-type: none"> • Human Resource Management • Public Management/ Administration • Human Resource Development • Management of Training • OD ETDP • MBA with a concentration in Human Resources • BSc in Human Resource Development • Archives and Records Management • Archives, Records, and Information Science • Information and Knowledge Management |
| ASSISTANT DIRECTORS | | |
| OTHER OFFICE BASED EMPLOYEES | ND; B. Tech/Advanced Diploma; Honours & Masters | |

| CHIEF DIRECTORATE: Employee Relations & Wellness Services | | |
|--|---|---|
| TARGET | QUALIFICATION | AREAS |
| DEPUTY DIRECTORS | ND; B. Tech/Advanced Diploma, Honours & Masters | <ul style="list-style-type: none"> • Labour Relations • Public Relations • Industrial Psychology • Public Management • Employee Relations and Labour Law • Occupational Health and Safety • Bachelor of Social Science (BSocSc) in Employee Wellness |
| ASSISTANT DIRECTORS | | |
| OTHER OFFICE BASED EMPLOYEES | ND; B. Tech/Advanced Diploma; Honours & Masters | |

| CHIEF DIRECTORATE: Communication and Stakeholders Management | | |
|---|---|--|
| TARGET | QUALIFICATION | AREAS |
| DEPUTY DIRECTORS | ND; B. Tech/Advanced Diploma; Honours & Masters | <ul style="list-style-type: none"> • Journalism • Events Management/ Hospitality • Public Management/ Administration • Social Sciences • Graphic Design • Photography/ Videography |
| ASSISTANT DIRECTORS | | |
| OTHER OFFICE BASED EMPLOYEES | ND; B. Tech/Advanced Diploma; Honours & Masters | |



| CHIEF DIRECTORATE: Management Accounting | | |
|---|---|--|
| TARGET | QUALIFICATION | AREAS |
| DEPUTY DIRECTORS | ND; B. Tech/Advanced Diploma; Honours & Masters | <ul style="list-style-type: none"> • B. Com Accounting • Bachelor of Business Science (BBusSc) in Finance with a Management Accounting Specialisation • Financial Management • Public Management • Accountancy • Logistics • Supply Chain Management • Transport Economics |
| ASSISTANT DIRECTORS | | |
| OTHER OFFICE BASED EMPLOYEES | ND; B. Tech/Advanced Diploma; Honours & Masters | |

| CHIEF DIRECTORATE: Financial Accounting | | |
|--|---|---|
| TARGET | QUALIFICATION | AREAS |
| DEPUTY DIRECTOR | ND; B. Tech/Advanced Diploma, Honours & Masters | <ul style="list-style-type: none"> • Accounting • B. Com Accounting • Financial Management • Accountancy • Bachelor of Business Science (BBusSc) in Finance with a Management Accounting Specialisation • Public Management |
| ASSISTANT DIRECTOR | | |
| OTHER OFFICE BASED EMPLOYEES | ND; B. Tech/Advanced Diploma; Honours & Masters | |

| CHIEF DIRECTORATE: Supply Chain Management | | |
|---|---|--|
| TARGET | QUALIFICATION | AREAS |
| DEPUTY DIRECTOR | ND; B. Tech/Advanced Diploma, Honours & Masters | <ul style="list-style-type: none"> • B. Com Accounting • Financial Management • Logistics • Supply Chain Management • Road Transport Management • Public Management • Public Administration |
| ASSISTANT DIRECTOR | | |
| OTHER OFFICE BASED EMPLOYEES | ND; B. Tech/Advanced Diploma; Honours & Masters | |



CHIEF DIRECTORATE: District Coordination & Institutional Attainment - Cluster A & B

| TARGET | QUALIFICATION | AREAS |
|------------------------------|---|--|
| DEPUTY DIRECTORS | ND; B. Tech/Advanced Diploma; Honours & Masters | <ul style="list-style-type: none"> Records Management Public Management/ Administration Strategic Management Monitoring & Evaluation |
| ASSISTANT DIRECTORS | | |
| OTHER OFFICE BASED EMPLOYEES | ND; B. Tech/Advanced Diploma; Honours & Masters | |

CHIEF DIRECTORATE: Resourcing and School Administration

| TARGET | QUALIFICATION | AREAS |
|------------------------------|---|---|
| DEPUTY DIRECTORS | ND; B. Tech/Advanced Diploma; Honours & Masters | <ul style="list-style-type: none"> Asset Management/ Planning Strategic Management Records Management Office Management and Technology Public Management/ Administration |
| ASSISTANT DIRECTOR | | |
| OTHER OFFICE BASED EMPLOYEES | ND; B. Tech/Advanced Diploma; Honours & Masters | |

CHIEF DIRECTORATE: Institutional Operations Management

| TARGET | QUALIFICATION | AREAS |
|------------------------------|--|--|
| DEPUTY DIRECTOR | ND; B. Tech/ Advanced diploma; Honours & Masters | <ul style="list-style-type: none"> Monitoring & Evaluation Materials Development Office Management and Technology Public Management/ Administration. |
| ASSISTANT DIRECTOR | | |
| OTHER OFFICE BASED EMPLOYEES | ND; B. Tech/Advanced Diploma; Honours & Masters | |

CHIEF DIRECTORATE: Physical Resource Management

| TARGET | QUALIFICATION | AREAS |
|------------------------------|---|--|
| DEPUTY DIRECTORS | ND; B. Tech/Advanced Diploma; Honours & Masters | <ul style="list-style-type: none"> Electrical Engineering Mechanical Engineering Civil Engineering Building Engineering Public Management/ Administration |
| ASSISTANT DIRECTORS | | |
| OTHER OFFICE BASED EMPLOYEES | ND; B. Tech/Advanced Diploma; Honours & Masters | |



| CHIEF DIRECTORATE: Curriculum Management | | |
|---|--|---|
| TARGET | QUALIFICATION | AREAS |
| CES | Honours & Masters | <ul style="list-style-type: none"> Monitoring & Evaluation Materials Development Office Management and Technology Public Management/ Administration |
| DCES | | |
| SES | B. Tech/Advanced Diploma; Honours & Master | |
| OTHER OFFICE BASED EMPLOYEES | ND, B. Tech/Advanced Diploma; Honours & Master | <ul style="list-style-type: none"> Public Management/ Administration Records Management Office Management and Technology |

| CHIEF DIRECTORATE: Exams & Assessment | | |
|--|--|---|
| TARGET | QUALIFICATION | AREAS |
| DEPUTY DIRECTORS CES | Honours & Masters | <ul style="list-style-type: none"> Text Editing and Document Design Monitoring & Evaluation Materials Development Public Management/ Administration |
| ASSISTANT DIRECTORS DCES & SES | B. Tech /Advanced Diploma; Honours & Master | |
| OTHER OFFICE BASED EMPLOYEES | ND, B. Tech/Advanced Diploma; Honours & Master | |

| CHIEF DIRECTORATE: Teacher Development and Learning Institutes | | |
|---|---|---|
| TARGET | QUALIFICATION | AREAS |
| DEPUTY DIRECTORS CES | Honours & Masters | <ul style="list-style-type: none"> Leadership and Management Records Management Public Management Strategic Management Monitoring & Evaluation |
| ASSISTANT DIRECTORS DCES & SES | | |
| OTHER OFFICE BASED EMPLOYEES | B. Tech/Advanced Diploma; Honours & Masters | |

| CHIEF DIRECTORATE: Learner Development & Social Support Services | | |
|---|---|--|
| TARGET | QUALIFICATION | AREAS |
| DEPUTY DIRECTORS | Honours & Masters | <ul style="list-style-type: none"> Psychology Social Worker Public Administration/ Management Office Management and Technology |
| ASSISTANT DIRECTORS | | |
| OTHER OFFICE BASED EMPLOYEES | B. Tech/Advanced Diploma; Honours 7 Masters | |



| CHIEF DIRECTORATE: Executive Governance & Support (Youth Special Programmes, Internal Audit & Risk Management) | | |
|---|---|--|
| TARGET | QUALIFICATION | AREAS |
| DEPUTY DIRECTORS | Honours & Masters | <ul style="list-style-type: none"> Office Management and Technology Office Administration Public Management B Com: Accounting B Com: General – Accounting Internal Audit Financial Information System Accounting Economics Internal Audit and Management Public Management Supply Chain Management |
| ASSISTANT DIRECTOR | | |
| OTHER OFFICE BASED EMPLOYEES | B. Tech/Advanced Diploma; Honours & Masters | |

PROGRAMME 2

School Based Employees

| TARGET | QUALIFICATION | AREAS |
|--|---|---|
| SMT (Principal, Deputy Principal & Departmental Heads) | <ul style="list-style-type: none"> Advanced Diploma/ Honours & Masters | <ul style="list-style-type: none"> Leadership & Management Financial Management |
| School Based Educators (Ps Level 1) | <ul style="list-style-type: none"> Honours & Masters | <ul style="list-style-type: none"> Teaching Subjects |
| Protected Temporal and displaced Educators | <ul style="list-style-type: none"> PGCE B. Ed | <ul style="list-style-type: none"> Teaching Subjects |
| School Based Admin Clerks | <ul style="list-style-type: none"> B. Tech/Advanced Diploma; Honours & Masters | <ul style="list-style-type: none"> Public Management/ Administration Records Management Office Management and Technology Financial Management |

PROGRAMME 4

| TARGET | AREAS |
|------------------------|---|
| School Based Educators | <ul style="list-style-type: none"> Autism Neurodevelopmental Studies Brail ICT Training |
| School Based Clerks | <ul style="list-style-type: none"> Monitoring & Evaluation Materials Development Public Management/ Administration Office Management and Technology Financial Management |



PROGRAMME 5:

| TARGET | QUALIFICATION | AREAS |
|-------------------|-------------------------|--|
| ECD Practitioners | B Ed, Honours & Masters | <ul style="list-style-type: none">Foundation Phase |

CRITERIA FOR EMPLOYEES:

- Applicants must be permanently employed by the Eastern Cape Department of Education.
- Applicants must meet minimum requirements from the University.
- Applicants must apply for themselves in any Public Institution of choice.
- Employees to apply for qualification that are in line with their field of work.

CERTIFIED COPIES OF THE FOLOWING DOCUMENTS MUST BE ACCOMPANYING ALL APPLICATION FORMS:

- Proof of Admission from the University.
- Certified Most recent Academic Records with the Qualification certificate.
- Certified Grade 12 Certificate.
- Certified South African Identity Document.
- Certified Copy of Proof of Residence.
- Proof of Employment from Director/Principal (Permanent Employees)



District Quota for 2025

| District | Office Based Employees | School Based Educators | School Based Admin |
|--------------------|------------------------|------------------------|--------------------|
| Alfred Nzo East | 04 | 33 | 14 |
| Alfred Nzo West | 05 | 41 | 21 |
| Amathole East | 17 | 36 | 20 |
| Amathole West | 01 | 23 | 11 |
| Buffalo City Metro | 21 | 29 | 25 |
| Chris Hani East | 12 | 28 | 16 |
| Chris Hani West | 17 | 25 | 14 |
| Head Office | 12 | 0 | 0 |
| Joe Gqabi | 0 | 26 | 13 |
| Nelson Mandela Bay | 18 | 84 | 37 |
| OR Tambo Coastal | 15 | 43 | 24 |
| OR Tambo Inland | 14 | 55 | 37 |
| Sarah Baartman | 12 | 12 | 7 |
| Total | 148 | 435 | 239 |



Applications are obtainable from all 12 Districts throughout the Eastern Cape Province including Head Office (HRD Office) or can be downloaded from the ECDoE website (www.ecdoe.gov.za)

For enquiries, please contact the following contact persons:

| DISTRICT | CONTACT PERSON | DITRICT OFFICE ADDRESS |
|--------------------|--|---|
| Alfred Nzo East | Miss B Nonjovu 079 251 5666 | Department of Education, Old Bizana Village Building, next to Total Garage |
| Alfred Nzo West | Mr. Lwazi Myolwa 083 374 4126 Miss S Mabetshe 066 595 5214 | Erf 391 Sopha Road HRD Office Department of Education Mount Frere, 5090 |
| Amathole East | Miss Z Ntshongo 073 229 0182 | Mission Location, Butterworth Training College, Dept. of Education, Butterworth, 4960 |
| Amathole West | Miss T Hobongwana 065 928 6592 Mr. Masixole Ngwevela 078 584 6268 | Healddtown Road Cape College Building Fort Beaufort, 5720 |
| Buffalo City Metro | Mr. M Maqanda 071 899 6598 | Dr.W. B Rubusana Building Mazawele Street Mdantsane, 5219 |
| Chris Hani East | Miss N Tonjeni 078 608 1827 | No.26 Market Street Prefabs Building Engcobo |
| Chris Hani West | Miss K Manjati 079 586 490 | Bathandwa Office Park, New Building, Block 1 Queenstown |
| Joe Gqabi | Mr. VB Molefe 076 810 9517 | Mt Fletcher: Resource Centre Building, Hospital Road: 039 257 0048 Sterkspruit: Former Bensonvale College of Education Sterkspruit: 051 611 0052 |



| DISTRICT | CONTACT PERSON | DITRICT OFFICE ADDRESS |
|--------------------|---|--|
| Nelson Mandela Bay | Mr. J Swanepoel 060 996 3171 Mr. Patrick Banda 083 500 2611 | 05 Sutton Road Sidewell Ethel Valentine Building Gqeberha, 6056 |
| OR Tambo Coastal | Ms. Siphokazi Mdala 082 938 4510 Mr. V Mdontsane 065 518 0286 | Old Lusikisiki Private BagX1010 Lusikisiki, 4820 |
| OR Tambo Inland | Mrs. B Matolengwe 073 489 2614 Mrs. Akhona Tali-Kongo 084 660 9010 | Corner Owen and Leeds Street, Botha Sigcau Building.P/Bag x 5003: 047 5024 204 |
| Sarah Baartman | Ms. Marlene Van Rensburg 084 657 4408 | 19 Hugh Street Humansdorp, / Cnr of Milner Street St Aidens Building Grahamstown |

| PROVINCIAL | CONTACT PERSON | OFFICE ADDRESS |
|-------------|---|--|
| Head Office | Mr. L. Mgijima Acting Deputy Director: HRD – Bursaries 040 608 4552 | Steve Vukile Tshwete Complex, Zone 6 Zwelitsha, 5608, Private Bag X0032 5608 |
| Head Office | Mr. N. Matika Acting Director - HRD 040 608 4753 | Steve Vukile Tshwete Complex, Zone 6 Zwelitsha, 5608, Private Bag X0032 5608 |

CLOSING DATER: 02 DECEMBER 2024