



# Examinations council of Lesotho

## Employment Vacancies

The Examinations Council of Lesotho [ECoL] invites expressions of interest from suitably qualified local candidates for the following positions;

### 1.

<b>POSITION</b>	:	<b>SUBJECT OFFICER – BIOLOGY AND CHEMISTRY</b>
<b>NO. OF POSITIONS</b>	:	<b>1</b>
<b>RESPONSIBLE TO</b>	:	<b>SUBJECT MANAGER</b>
<b>TERMS OF EMPLOYMENT</b>	:	<b>PERMANENT &amp; PENSIONABLE</b>

### Job Summary

Under the general supervision of the Subject Manager, the Subject Officer – Biology and Chemistry is responsible for the development of assessment strategies and instruments, marking and grading to ensure valid and reliable evaluation of candidate's achievement. The incumbent maintains assessment practices comparable with regional and international education standards.

### Duties:

- Implements strategies aimed at enhancing the credibility of assessment of candidates' competencies in Biology and Chemistry, and education as a whole.
- Develops curriculum content and assessment standards in collaboration with the National Curriculum Development Centre to ensure clear achievement standards.
- Collaborates and supports curriculum developments, Inspectorate to facilitate an alignment of curriculum, instruction and the assessment.
- Recommends qualified service providers for assessment of candidates, including those with special educational needs.
- Oversees development of assessment strategies and documents, and edit them for accuracy of content, fairness and alignment with learning standards.
- Assesses candidates using valid instruments and contemporary assessment strategies that cater for different assessment needs including candidates with special needs.
- Monitors accuracy and consistency in marking of candidates' scripts, and evaluates competency of markers.
- Periodically assesses the availability of markers and devise strategies for maintaining a rich pool.
- Evaluates the impact of assessment innovations in the education system for appropriate remedial intervention.
- Supports bench-marking initiatives aimed at achieving regional and international recognition of Lesotho's educational qualifications.



- Periodically feedbacks schools on the performance of candidates in the examinations or assessments to encourage continuous improvement.
- Supports initiatives towards improvement of the curriculum, teachers' professional support on assessment matters, for harmonization of practices as well as fostering good professional relations.

### **Qualifications and Experience**

- Master's Degree in Education with specialisation in Biology and Physics. Experience in marking and development of assessment strategies and instruments, plus three years in a managerial position in education related field **OR** a Degree in Education with specialisation in Biology and Physics, plus a minimum of five years related experience in the field
- Certificate in Special Education will be an added advantage.

## **2.**

**POSITION : SUBJECT OFFICER – LINGUISTICS & LITERACY**

**NO. OF POSITIONS : 1**

**RESPONSIBLE TO : SUBJECT MANAGER**

**TERMS OF EMPLOYMENT : PERMANENT & PENSIONABLE**

### **Job Summary**

Under the general supervision of the Subject Manager, the Subject Officer – Linguistics and Literacy is responsible for the development of assessment strategies and instruments, marking and grading of candidates to ensure valid and reliable evaluation of their performance. The incumbent should maintain assessment practices comparable with regional and international education standards.

### **Duties:**

- Implements strategies aimed at enhancing the credibility of the assessment of Linguistics and Literary skills, and education as a whole.
- Develops Linguistics and Literary curriculum content and assessment standards in collaboration with the National Curriculum Development Centre to ensure clear achievement standards.
- Collaborates and supports curriculum developments, Inspectorate to facilitate an alignment of curriculum, instruction and the assessment of Linguistics and Literary competencies.
- Recommends qualified service providers for assessment of candidates, including those with special educational needs.
- Oversees development of assessment strategies and documents, and edits them for accuracy of content, fairness and alignment with learning standards.
- Monitors accuracy and consistency in marking of candidates' scripts, and evaluates competency of markers.
- Periodically assesses the availability of markers and strategies of maintaining a rich pool.
- Evaluates the impact of assessment innovations in the education system for appropriate remedial intervention.



- Supports benchmarking initiatives in the assessment of Linguistic and Literary skills and other processes that are aimed at achieving regional and international recognition of Lesotho's educational qualifications.
- Supports initiatives towards improvement of the curriculum, teachers' professional support on assessment matters, for harmonization of practices as well as fostering good professional relations.

### **Qualifications and Experience**

Master's Degree in Education with specialisation in English Language. Experience in marking and development of assessment strategies and instruments, and three years in managerial position in education related field **OR** a Degree in Education with specialisation in English plus a minimum of five years teaching or related experience. in the field

## **3.**

**POSITION : SUBJECT OFFICER – MATHEMATICS & PHYSICS**

**NO. OF POSITIONS : 1**

**RESPONSIBLE TO : SUBJECT MANAGER**

**TERMS OF EMPLOYMENT : PERMANENT & PENSIONABLE**

### **Job Summary**

Under the general supervision of the Subject Manager, the Subject Officer is responsible for the development of assessment instruments, marking and grading of candidates to ensure valid and reliable evaluation of their performance. The incumbent should strive for assessment practices comparable with regional and international education standards.

### **Duties**

- Implements strategies aimed at enhancing the credibility of the assessment of candidates' competencies in Mathematics and Physics, and education as a whole.
- Develops Mathematics and Physics content and assessment standards in collaboration with the National Curriculum Development Centre to ensure clear achievement standards.
- Collaborates and supports curriculum developments, Inspectorate to facilitate an alignment of curriculum, instruction and the assessment.
- Recommends qualified service providers for assessment of candidates in Mathematics and Physics, including those with special educational needs.
- Oversees development of assessment strategies and documents, and edits them for accuracy of content, fairness and alignment with learning standards.
- Assesses candidates using valid instruments and contemporary assessment strategies that cater for different assessment needs including candidates with special needs.
- Monitors accuracy and consistency in marking of candidates' scripts, and evaluates competency of markers.
- Periodically assesses the availability of markers and strategies on ways of maintaining a rich pool.



- Evaluates the impact of assessment innovations in the education system for appropriate remedial intervention.
- Supports bench-marking initiatives aimed at achieving regional and international recognition of Lesotho's educational qualifications.
- Periodically feedbacks schools on the performance of candidates in the examinations or assessments to encourage continuous improvement.
- Supports initiatives towards improvement of the curriculum, teachers' professional support on assessment matters, for harmonization of practices as well as fostering good professional relations.

### **Qualifications and Experience**

Master's Degree in Education with specialisation in Mathematics and Physics. Experience in marking and development of assessment strategies and instruments, and three years in managerial position in education related field **OR** a Degree in Education with specialisation in Mathematics plus a minimum of five years teaching or related experience in the field.

Address your application, with a covering letter explaining your interest, and a detailed résumé showing **three** contactable referees to:

**The Human Resources Manager  
Examinations Council of Lesotho  
P.O. Box 507  
Maseru 100**

The closing date for the submission of applications, either via email ([hr@examsCouncil.org.ls](mailto:hr@examsCouncil.org.ls)) or hardcopies, is **Friday, 23<sup>rd</sup> September 2022 at 16:00. Correspondence will only be done with short listed candidates.**