



### **Axiom Education Zithulele: Careers Assistant**

Rural areas receive very little exposure to different kinds of professions. Many students and community members are aware of few occupations, such as teacher, doctor, nurse, pastor and mine labourer. In addition to this, information regarding university requirements, application processes and bursary schemes are in great need. Because of a limited understanding of the options available to them, students lack the ability to set goals and work towards them. Having an idea of what kind of career they would like to pursue serves as motivation to remain in school and graduate high school well.

Axiom Education supports learners by exposing them to different career options and assisting them with university and bursary application processes. In addition to this, we also support the professional development and training of local Axiom staff and the wider community by assisting them in general administration around rewriting their school-leaving examinations, applying to tertiary institutions or with compiling and upgrading CV's for future employment opportunities.

**Based:** [Zithulele Village](#) (Mqanduli)

**Start date:** 6 January 2019

**Salary:** R4000 - R8000

**Application closing date:** 20 November 2019

#### **Required Qualifications and skills**

- Grade 12 Certificate
- A university degree (preferable)
- Experience in careers counselling (preferable)
- Computer literate
- Fluent in isiXhosa and English
- Strong people skills
- Strong organisational skills
- Works well in a team

#### **Key duties:**

The Careers Assistant will support the needs of the Careers team. They will be responsible for assisting with career counselling for learners and community members and assisting with their university and bursary applications. They will be expected to assist in the running of career presentations, career expos, parent days and work with teachers to build a strong careers programme at schools

Please send applications to [careers@axiumeducation.org](mailto:careers@axiumeducation.org) OR hand in at Axiom Office.

For your application to be considered, please ensure that your application includes the following:

- CV (with references)
- a motivation letter
- a copy of your ID
- Please include the **TITLE** of the position you are applying for on your application

Application close on **Wednesday 20 November 2019.**

We will only be contacting shortlisted candidates. If you have not heard from us by Friday 22 November, please consider your application unsuccessful.

*Growing talent and opportunity in rural Africa.*