



**INSTITUTE FOR TECHNICAL AND VOCATIONAL  
EDUCATION AND TRAINING  
BELIZE CITY**  
Ministry of Education, Culture, Science and Technology



A **VACANCY** exists for the post of **Pre-Vocational Instructor** at ITVET Belize City.

**Qualifications:**

- A Bachelors in Secondary Education concentration in Math.
- Ability to teach Science would be an asset.
- At least two (2) years of teaching experience preferably in a Secondary level Institution.
- Must be in the possession of a **valid Teacher's License** at the Secondary Level, knowledge in Competency Based Education Training (CBET) would be an asset.

**Essential Functions:**

1. A professional demeanor in undertaking all aspects of the position and the ability to work and communicate effectively with Trainees, Staff and the General Public.
2. Must have good Organizational Skills and able to assist in planning, directing, coordinating and evaluating all Training and Practical aspects in the area of instruction.
3. Develop a Course Outline and Lessons to be covered in order to guide and assist trainees towards the attainment of training goals and objectives.
4. Must have Pedagogical Training and the ability to teach and properly access all aspects of the area of instruction.
5. Excellent critical thinker with initiative in problem solving and conflict resolution.
6. Ability to work towards successfully accomplishing specific goals and objectives.
7. Must be a team player with experience in group dynamics and having strong professional work ethics.
8. Carry out all duties and responsibilities in accordance with the ITVET Policy and Procedures Handbook and the Education Act and Education (*Amendment*) Rules.
9. At the request of the Manager, actively participate in ad-hoc committees of the institution.
10. Any other related duties assigned by the Manager.

**Salary:**

Commensurate with Qualification and Experience and in accordance with Government Pay Scale.

**Application Process:**

Letter of Application along with copy of recent Curriculum Vitae, two letters of reference preferable from recent employers, Police Record and Authentic copies of Qualifications along with a **valid Teachers License** at the Secondary Level, must be submitted no later than **Friday August 26<sup>th</sup> 2022** to:

**Secretary, Board of Management  
ITVET BELIZE CITY  
Corner Freetown Road & Simon Lamb Street  
Belize City, Belize  
(Tel: 203-4798 - Email: [secretary.itvetbelizecity@gmail.com](mailto:secretary.itvetbelizecity@gmail.com))**