

# VACANCIES

## Marking and Moderation Personnel for the 2025 PSLE & JCE Examinations

### JCE MODERATORS/PRACTICAL EXAMINERS

**REF: EAC - JCE BEC 7/2/7 II**

Applications are invited from suitably qualified candidates for appointment as external Moderators and Practical Examiners for the syllabus listed below for 2025 JCE.

**Practical Examinations**

- Home Economics 21/2
- French 32/3
- Music 34/3

**Centre Moderation**

- Agriculture 16/3
- Design and Technology 17/3
- Art 33/3

**Central Moderation**

- Physical Education 35/2

**Validation/Verification (Central Place)**

(Only Moderators who had been appointed at Team Leader level in the past examination series are required to apply for this type of moderation)

- Home Economics 21/3
- Music 34/4
- Commerce and Office Procedures 25/3
- Commerce and Accounting 26/3

Applicants must be practicing Teachers / Lecturers/ Education Officers in the preferred syllabus. They should also indicate their preferred syllabuses provided they have teaching experience in those syllabuses.

### POSITION REQUIREMENTS

**Qualification**

A minimum of a Diploma in Secondary Education or equivalent in the preferred syllabus.

**Experience**

A minimum of five (5) years continuous teaching experience in the preferred syllabus. Previous experience as a JCE Examiner/Moderator will be an added advantage.

**Competencies:**

- Accountability
- Attention to detail
- Good interpersonal and communication skills
- Results oriented

**PLEASE NOTE THAT THE APPLICATION PROCESS WILL BE DONE THROUGH ONLINE PLATFORMS ONLY.**

**INSTRUCTIONS ON HOW TO APPLY:**

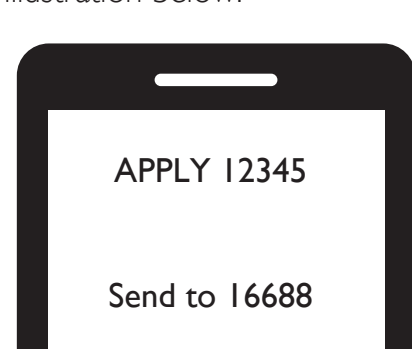
**• EXAMINING PERSONNEL FROM PREVIOUS EXAMINATION CYCLE**

Examining Personnel who were engaged in the previous examination cycle, will receive a message prompting them to apply using the steps below.

1. **The applicant will be sent an SMS prompting them to apply.** The message will contain a line which reads **APPLY** followed by an application number, e.g. **APPLY 12345**.  
**Note:** The **APPLICATION NUMBER** is unique to your application and will be part of the SMS sent to you. If you do not receive an SMS by **14 March 2025**, please contact BEC-Examination Personnel Unit at **3650783/ 3650786**.

2. Once you have received the message, send **APPLY** followed by your **APPLICATION NUMBER** to **16688**.

3. See further illustration below:



**N.B:** 12345 in this case has been used as an example, kindly use the unique **APPLICATION NUMBER** sent to you through the SMS. (There should be a space between **APPLY** and your **APPLICATION NUMBER**)

4. You will receive an acknowledgement of your application via SMS. The acknowledgement **ONLY** indicates that your application has been received or recorded and it should **NOT** be misconstrued to indicate appointment. To update or make any changes to your personal details, e.g. **school, banking details**, please visit the link that will be sent with the acknowledgement and wait for One Time Pin (OTP), which will be your password.

Further communication will follow once the recruitment process has been completed.

**NB:** Failure to receive the acknowledgement SMS within 3 days means your application has **not been received or recorded** so you **must TRY** again or call BEC if the problem persists

**• FIRST TIME OR OTHER INTERESTED EXAMINING PERSONNEL**

1. Visit our web page at <http://becweb.bec.co.bw/EXAMINERS>
2. Go to **"I want to Apply"** and follow the prompts.

For further enquiries please contact the Examinations Personnel Team at: **3650783/ 3650786**.

The closing date for applications is **04 April 2025, 23:55 pm**.

*We regret that only shortlisted candidates will be contacted. Applications with incomplete documentation which are sent via email, facsimile or received after the closing date will not be considered.*

**ALL APPLICATIONS MUST BE ROUTED THROUGH HEADS OF INSTITUTIONS FOR AUTHORISATION TO BE ENGAGED BY BEC. APPLICATIONS NOT SO ROUTED WILL BE INCOMPLETE AND SHALL NOT BE CONSIDERED.**

### PSLE EXAMINERS

(Ref: EAC- PSLE 7/1/1 III)

Applications are invited from suitably qualified candidates who wish to mark examinations scripts for the 2025 Primary School Leaving Examinations (PSLE).

**Position Requirements**

**Qualifications**

A minimum of a recognized Primary Training Certificate, equivalent or higher qualification.

**Experience**

At least five (5) years continuous teaching experience at PSLE level. Specialization in teaching Agriculture and Languages would be preferable. Experience in marking Primary School Leaving Examinations will be an added advantage.

**Competencies**

- Good interpersonal and communication skills
- Demonstrated record of attainment in the subject
- High level of accountability
- Attention to detail
- Results oriented

Applicants must be practicing Teachers / Lecturers/ Education Officers in the preferred syllabus. They should also indicate their preferred syllabuses provided they have teaching experience in those syllabuses.

### JCE EXAMINERS

(Ref: EAC- JCE 7/2/1 IV)

Applications are invited from suitably qualified candidates who wish to mark examinations scripts for the 2025 Junior Certificate Examinations (JCE).

**Position Requirements**

**Qualifications**

A minimum of a Diploma in Secondary Education or any post Senior Secondary qualification in the syllabuses.

**Experience**

At least five (5) years of continuous teaching experience in the syllabuses at JCE level. Experience in marking Junior Certificate Examination will be an added advantage.

**Competencies**

- Good interpersonal and communication skills
- Demonstrated record of attainment in the subject
- High level of accountability
- Attention to detail
- Results oriented

Applicants must be practicing Teachers / Lecturers/ Education Officers in the preferred syllabus. They should also indicate their preferred syllabuses provided they have teaching experience in those syllabuses.

**PLEASE NOTE THAT THE APPLICATION PROCESS WILL BE DONE THROUGH ONLINE PLATFORMS ONLY.**

**INSTRUCTIONS ON HOW TO APPLY FOR EXAMINERS FOR PSLE/JCE:**

**• EXAMINING PERSONNEL FROM PREVIOUS EXAMINATION CYCLE**

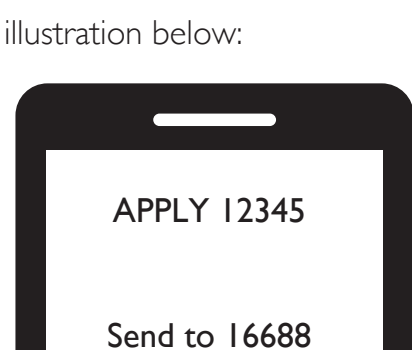
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