

**VACANCY FOR TECHNICAL TEACHER
SCALE S12
(DEPARTMENT OF EDUCATION) MINISTRY OF EDUCATION AND TECHNICAL AND
VOCATIONAL TRAINING**

Letters of Interest **and** completed Applications Forms are invited from suitably qualified individuals to fill the post for Technical Teacher, Scale S12 (New Providence and the Family Islands) in the Department of Education, Ministry of Education and Technical and Vocational Training, for the beginning of the **2025/2026** academic year.

- **Agriculture**
- **Air Condition & Refrigeration**
- **Auto Mechanics**
- **Automotive Technology**
- **Carpentry & Construction Technology**
- **Electrical Installation**
- **Electronics**
- **Graphical Technology**
- **Plumbing & Air Conditioning**
- **Technical Career Exploration**
- **Technical Drawing**
- **Welding**

Requirements for the post:

A Bachelor of Education Degree in a technical area or in a specialist technical training at an accredited institution approved for government purpose.

OR

A Bachelor Degree in the specific discipline or related field and a professional teaching qualification from an accredited institution approved for government purpose.

Specific duties of the post include:

1. Set appropriate instructional objectives relevant to lesson content;
2. Prepare necessary teaching aids and methods within a specified time;
3. Cover content within a specified time using appropriate questioning techniques and teaching aids for providing assistance for group and individual work;
4. Encourage maximum student participation through oral, aural, written or practical activities in the classroom on field trips as well as home assignments;
5. Check notebooks regularly, set, conduct and grade pre and post-test units to determine the extent to which the students have mastered material taught;
6. Encourage acceptable behaviour, class attendance, punctuality, adequate preparation, and proper care of materials and equipment
7. Maximize the total development of students by creating a learning environment through the use of extrinsic rewards and encourage development of intrinsic behaviour such as self-esteem and self-worth;
8. Maintain overall classroom organization and management conducive to the learning environment;

9. Update and maintain all required records, e.g. schemes of work, lesson plans, forecasts, mark books, class registers, student confidential record and report cards;
10. Perform all the duties of a homeroom teacher as assigned;
11. Cover classes during the absence of other teachers;
12. Maintain appropriate interpersonal relationships with students, colleagues, administrators and parents;
13. Attend school every day, attend P.T.A. meetings, school assemblies, Open House, Parents Days, House Meetings, Staff Meetings, Report Card Days, Department Meetings and other school functions;
14. Be punctual to school, classes, assemblies, special functions and other meetings;
15. Participate in at least twenty five (25) hours of professional development activities annually and keep abreast of current trends in education;
16. Engage in non-teaching duties to foster and promote student development;
17. Perform such other duties as prescribed by the Minister under the Education Act and any Regulations made pursuant thereto.

The salary of the post is in Scale S12 - \$28,700 x \$700 – \$43,400 per annum (July 2024 Salary Scales). Teachers with post-qualification teaching experience will be remunerated for a maximum of ten (10) years at the rate of \$700 for every two (2) years.

Completed Application Forms MUST be accompanied by:

- i. Two (2) recent Passport size Photographs
- ii. Certified copies of academic qualifications
- iii. Official Transcripts for Degree and Certification
- iv. Completed Security Vetting Form
- v. Original Confidential Medical Report Form (completed by a physician)
- vi. Certified copy of Computerized Birth Certificate or Registered Affidavit (Duly lodged and recorded at the Registrar General's Department)
- vii. Apostilled and/or legalized Birth Certificate, if issued in a foreign jurisdiction)
- viii. Certified copy of Computerized Marriage Certificate or Divorce Decree Absolute
- ix. Apostilled and/or legalized Marriage Certificate or Divorce Decree Absolute, if issued in a foreign jurisdiction
- x. Certified copy of Passport or Naturalization Certificate of Citizenship
- xi. Certified copy of National Insurance Card;
- xii. Official letters/letters on official letterhead stating years of teaching experience.

Applications along with original supporting documents must be submitted to the Human Resource Management Section of Ministry of Education and Technical and Vocational Training, University Drive, Nassau, Bahamas no later than 18 July, 2025.

In order to submit use link: <https://forms.office.com/r/xDG1MPXjWw>

APPLICATIONS TENDERED AFTER THE STIPULATED DEADLINE AND WITHOUT THE REQUISITE DOCUMENTS ARE DEEMED INCOMPLETE AND WILL NOT BE PROCESSED FOR THE 2025/2026 ACADEMIC YEAR.

PERMANENT SECRETARY