

**UNIVERSITY OF SOUTH AFRICA  
INDEPENDENT CONTRACTORS (Moderators)  
COLLEGE OF ACCOUNTING SCIENCE  
MANAGEMENT ACCOUNTING**

**REFECENCE: MODS/15/16/05/25 CAS**

Assessment is an integral part of curriculum development as outlined in the Curriculum Policy. During curriculum development an assessment strategy is developed that is aligned to the ODeL Policy and strategy of UNISA. Assessment can have different focuses, namely to:

- Improve the quality of students' learning experiences by focusing on significant knowledge, skills, attitudes, and values, and providing motivation to work through the material through tasks and feedback, known as assessment for learning.
- Focus on the ability to transfer knowledge to new contexts and to apply knowledge in specific contexts in line with the NQF level descriptors and other taxonomies of learning.
- Focus on programmatic and graduate attributes and critical cross-field outcomes in assessment of learning.
- Make academic judgements related to diagnostics, placements competence, progression and/or qualification completion; and as a feedback mechanism to improve curricula, known as assessment of learning; and to
- Create opportunities for students to engage with the content, with their context, with the lecturer and with fellow students (**Unisa Assessment Policy, 2011**).

The College of Accounting Sciences is inviting suitable applicants for providing assessment services to be appointed as independent contractors (External Moderators) on a yearly basis. The purpose of this positions is to appoint competent and suitable candidates to moderate assessment tasks professionally and ethically align to the Assessment Policy and Guidelines.

**Requirements:**

- At minimum an **NQF level 9** (master's degree) in Accounting Sciences, **Or** Registered with a Professional Body in the Accounting Profession
- An **NQF level 10** (PhD) in **Accounting Sciences will be an Advantage**
- Commerce and Industry experience is required
- Academic Experience will be an Advantage.

**Duties:**

- Moderate assessment task professionally
- Comply and adhere to all Unisa tuition, assessment and examination and plagiarism policies and guidelines
- Act in the ethical and professional manner dealing with all assessment tasks
- Execute duties as stipulated in contract and task agreement
- Moderating of assessment tasks fairly and consistently

- Meet deadlines of allocated assessment task
- Maintain confidentiality of all assessment tasks

#### **Knowledge, skills, and abilities:**

- Knowledge of the discipline applying for
- Knowledge of assessment and assessment practices
- Knowledge of marking and procedures
- Knowledge of constructive feedback on assessment tasks
- Knowledge of academic dishonesty and plagiarism
- Knowledge of teamwork/leadership skills
- Good interpersonal and communication skills (listening, speaking, reading, and writing)
- Must be honest / ethical and show empathy when required to mark assessment tasks
- Must have good problem-solving and decision-making skills
- Must be service orientated (Actively looking for ways to help and support lecturer or students)
- Must have good time management skills
- Ability to resolve conflict and maintain confidentiality of all assessment tasks
- Ability to work under pressure with adherence to deadlines

#### **Recommendations:**

- Computer and Internet skills
- Have own desktop computer or laptop and internet connectivity (no computers or data bundles will be provided)
- Advanced communication skills and proficiency in English
- Digital literacy skills – competent in ICT and online learning environments
- Experience in online marking tools or software or LMS (Moodle will be an advantage)
- Commitment to marking and meeting deadlines for all assessments
- Friendly, patient, and sensitive to a diversity of students

**To apply click the following link <https://forms.office.com/r/gSLL0utTd3> , and submit the following:**

- 1) An application letter indicating willingness to mark assignments and/or exam scripts for any of the modules listed below.
- 2) Comprehensive **UPDATED** and signed curriculum vitae (most recent)
- 3) Only a certified copy of the **HIGHEST** qualification as per requirement and a proof of Membership with a Professional Body

**Note:** The required documents should be submitted as a single file (**one PDF**) to the email provided below.

Email applications to the attention of **CASHR@mylife.unisa.ac.za**

**Assumption of duty:** The candidates will have to undergo **an interview (either face-to-face or Microsoft Teams)** and **online Moodle training sessions**. Completion of the prescribed training on various aspects of Moderation on the Moodle platform is compulsory.

**Closing date: 31 May 2025**

UNISA reserves the right to authenticate all qualifications without any further consent from the applicant. **Late, incomplete and incorrect applications will not be considered.**

Appointments will be made in accordance with Unisa's Employment Equity Plan and other applicable legislation.

UNISA reserves the right not to make an appointment and correspondence will be limited to short-listed candidates only. If you have not been contacted within 4 months after the closing date of this advertisement, please accept that your application was not successful.

We welcome applications from persons with disabilities



**Independent Contractor (Moderators) positions are available in the modules listed in the Department of College of Accounting Sciences**

MODULE CODE	MODULE NAME	PURPOSE OF MODULE	NUMBER OF MARKERS
<b>MANAGEMENT ACCOUNTING</b>			
MAC1501	Introduction to Management Accounting	The purpose of this module is to acquire knowledge of the foundational concepts in management accounting.	2
MAC3761	Management Accounting III	The purpose of the module is to equip students with specific competencies in financial management; management decision-making and control; and strategy and risk - displaying some integration between these competencies, with pervasive skills, ethics and professional practice, and certain other accounting competencies.	2
MAC3701	Application of Management Accounting Techniques	To equip students with specific competencies in decision-making and control enabling them with the ability to evaluate, select and apply various management accounting techniques - displaying integrated knowledge. The module is designed to facilitate students' acquisition of these competencies through knowledge of and engagement in relevant Management Accounting	2

		topics at the forefront of the field; an understanding of the theories, methods and techniques relevant to the field; and an understanding of how to apply such knowledge in a particular context.	
MAC3702	Application of Financial Management Techniques	This module is primarily intended for candidates who are interested in qualifying as chartered accountants (SAICA) or management accountants (CIMA). It will enable students to develop the necessary competencies required by these respective professional bodies.	1
AIN3701	Data analytics for accountants	The purpose of this module is to prepare accounting students to apply computational thinking by making use of data analytics, visualization techniques, automation, emerging technologies and address the impact of cyber security on these technologies.	2
MAC3703	Selected Accounting & Financial Management Techniques	This module is primarily intended for candidates who are interested in qualifying as chartered management accountants with the Chartered Institute of Management Accountants (CIMA).	1
MAC4863	Enterprise Strategy	The purpose of this module is to equip students with integrated skills across functions but concentrates on developing the knowledge and skills used in designing and implementing strategy.	1
MAC4865	Financial Strategy	The purpose of the module is to equip students with the ability to apply financial management principles and techniques in various enterprises. Furthermore, the module will deepen the understanding of learners of the economic environment within which enterprises function.	1
MAC4866	Information Strategy	This module will be useful to strengthen and deepen managers' and aspiring managers' knowledge of information systems in organizations. Students will be equipped to define, develop and implement financial information systems, manage information resources, including data and technology, in compliance with technical and operational requirements, to meet user needs.	1
MAC4867	Performance Strategy	The module aims to provide the competencies required to analyses, evaluate and apply the techniques, processes and internal control systems required to manage risk.	1
MAC4868	Strategic Case Studies	To equip students to integrate skills across functions. This module in the form of case studies will be the practical application of the knowledge acquired from the three strategic level courses of the Chartered Institute of Management Accountants (CIMA).	1