

Faculty of Health Sciences
Transformation and Equity Committee

Seeking Support from the FHS TEC for a Waiver of Advertisement (WoA)

With effect from 1 July 2023, UCT has updated its policies on Fixed-term Contracts and Waiver of Advertisements (previously known as Appointment without Advert or 'AWA'). Please read [this letter](#) from the acting Executive Director of Human Resources for further information.

UCT has made provision for [Waiver of Advertisement](#) under the following exceptional circumstances:

- The incumbent is being considered for a contract appointment exceeding 2 year or conversion to a permanent appointment; and/or
- The field has been recently canvassed during a recruitment process concluded no more than 3 months prior, and a suitably qualified candidate has been identified; and/or
- A person has been identified with scarce skills for a specialised post; and/or
- External funding is linked to the appointment of a specific candidate (limited to named investigator(s) and/or specialist with expertise in a particular field in research-funded projects); and/or
- An equity candidate has been identified for an accelerated transformation or 3-year Employment Equity post
- The Vice-Chancellor has motivated for a strategic appointment subject to provision of this policy

There are three stages in the WoA process:

- motivation for the WoA
- approval at an executive level
- and recommendation by a selection committee.

During the motivation phase, applicants are required to engage with the FHS TEC Chairs for an indication of support for, or guidance regarding, the motivation for a WoA.

Please follow [this link](#) to complete the application to the TEC.

Note: For security reasons, this form is limited to UCT access only, you will therefore need to use your UCT Google profile to access this form.

Following the [HR203](#), the TEC form captures information about the reason for the WoA, the nature of the role, the candidate/incumbent's demographic information and/or employment history at UCT, and their role in transformation.

Once the form has been completed, **please email the F-TEC Chairs with the WoA letter of motivation**, wherein more details about the appointment can be provided.

F-TEC Chairs:

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