



SCIENTIFIC & TECHNICAL OFFICER PROMOTION PROCESS 2026

PERFORMANCE STANDARDS TEMPLATE

PROMOTION TO SENIOR/CHIEF/PRINCIPAL TECHNICAL OFFICER

Applicants title, name and surname											
Application/ Nomination for promotion to:											
Number of years of service at UCT											
Curent position and level	<table border="1"> <tr> <td>Is this rank held because of Ad Hominem Promotion?</td> <td>☐ YES</td> <td>☐ NO</td> </tr> <tr> <td>If YES, please indicate date of such promotion.</td> <td colspan="2"></td> </tr> <tr> <td>If NO, please indicate date of appointment to present post.</td> <td colspan="2"></td> </tr> </table>		Is this rank held because of Ad Hominem Promotion?	☐ YES	☐ NO	If YES, please indicate date of such promotion.			If NO, please indicate date of appointment to present post.		
Is this rank held because of Ad Hominem Promotion?	☐ YES	☐ NO									
If YES, please indicate date of such promotion.											
If NO, please indicate date of appointment to present post.											
Purpose of Position	The TO post is intended to provide specialist technical service, typically but not necessarily in a workshop setting. The primary purpose is to support the teaching and research enterprise by, for example, the design, operations, maintenance or repair, of equipment and apparatus. Technological, Mechanical, or electronic skills are typically required and normally develop from specialist training (NTC trade test or NDip)										
Promotion	Promotion would result from demonstrating: • increased levels of performance and specialisation in the position. • increased complexity of technical ability and skills, and • increased levels of initiative and responsibility. At the levels of PC10 and above, leadership and management contributions to the wider department or faculty are expected. Promotion also requires consistent and sustained high performance within the current position.										

Core Function Category	Performance Standards (applicant to insert from Guideline document for Technical Officers)	Incumbents' examples and input
Research Support		
Teaching Support		
Management, Leadership, Service		

List of Referees

	Referee name	Relationship	Contact number	Email address
1.				
2.				
3.				
4.				
5.				

Notes:

- i. Applicants must indicate their relationship with each referee and the reason for their nomination.
- ii. It is the applicant's duty to inform the referee that s/he may be contacted and to ensure that a copy of the relevant documentation has been sent to the referee.
- iii. The HR Business Partner will contact the referees for a referee report.

Applicant declaration:

I declare that the information submitted is accurate and is a true reflection of my work and outputs.

Signature:

Date signed: