How to Apply

There are various entry requirements for all the courses we offer. If you feel you meet the requirements of your choice of courses please feel free to keep watching the Sunday Mail for a flighted advert.  
   
Basic Application requirements:

* Hand written application letter
* Certified copy of Academic Certifications
* Certified copy of National Identification
* Certified copy of Birth Certificate

# Vision and Mission

### **Vision**

The Hub of Intellectual Excellence in Scientific, Technical and Vocational Education in preparing learners for the knowledge economy by 2020.

### **Mission Statement**

To produce competent graduates with technopreneurial knowledge and skills necessary to meet the dynamic needs of the nation.

### **Core Values**

* Professionalism
* Gender Sensitivity
* Integrity
* Team Work

### **Institutional Mandate**

* Provision of Stemitised Human Capital Development through Tvetisation and Cbetisation processes
* Ensure fiduciary in the use of institutional resources
* Generate revenue to sustain institutional resources
* Maintain and develop institutional assets and facilities for the betterment of the learning and training environment.
* Maintain good corporate governance of the institution.

### **Service Departments**

* Accounts
* Administration
* Library
* Central Maintenance
* Examinations
* Students Affairs

# Human Resources

Human Resources is a service providing department that is involved in the attraction, selection, retention, development and utilization of human resources in support of the institutional operation

### **Our Functions**

* Recruitment and Selection
* Training of staff
* Maintenance of discipline
* Salary Administration
* General staff welfare

### **Departmental Vision**

To provide the institution with the right quality of manpower resources in right numbers and provide the said manpower with necessary HR services during their tenure of service.

### **Departmental Mision**

To continuously support the institutional operations through application of laid down rules and regulations

### **Core Values**

* Professionalism
* Transparency
* Team work
* Integrity
* Gender sensitivity

# IT Unit

### **Introduction and Background**

The IT Unit was established in the year 2004 under the initiative of VVOB, a Belgian based Organisation in in collaboration with the Ministry in its endeavour to promote the development of ICTs in Polytechnics and Teachers Colleges.

We are a service department that offers the following services:

Hardware & software support  
Server administration  
Web development  
Database development  
Network design, implementation & support  
The department has a staff establishment of nine.

### **Goals**

To improve supply of relevant female /male skills base from 15% - 30 % & 35 % - 40% by 2020 respectively  
To provide appropriate infrastructure from 70% to 85% by 2020  
To increase intake of female/ male trainee technicians for 34 to 38 % & 46% to 52 % by Dec 2020 respectively

### **Vision**

To become a unit of Excellency in creating a conducive ICT environment for training and research.

### **Mission**

To produce highly competitive, technopreneurial graduates with research, consultancy and production skills necessary to meet the dynamic needs of the nation.

### **Values**

* Professionalism
* Honesty
* Integrity
* Hunhu
* Good governance
* Transparency
* Full accountability

### **Overall Functions**

Hardware and software support  
Network development and maintenance  
User support and Training  
Database administration  
Web development and maintenance

### **Objectives**

To achieve a Computer to Student ratio of one is to one by 2020  
To implementing an integrated system for the collaboration of all Institutional activities eg use of Smart Cards to access all points of entry and students services  
To fully utilise the current ICTs infrastructure  
To have 100% CAN Wireless Coverage  
Building external partnerships to create mutual value (PPPs)

### **Terms of Reference**

ZIMASSET  
Production Policy  
Statutory Instrument 81 of 1999  
Statutory Instrument 1 of 2000  
HEXCO rules and regulations

Harare Polytechnic was established in 1919 when George Challoner, credited with being the “father” of technical Education in Rhodesia, started mechanical engineering classes for a small group of young white men. Classes were held in various schools and halls until the Polytechnic was established just before the Second World War on the site between Fourth and Fifth Streets. Harare Polytechnic commenced operations in 1964 at its present location after construction work which cost two hundred and seventy five thousand pounds. It has grown from one department to 17 departments and divisions

##### **We are the leaders in technical training**

We churn out a high number of students who are proving to be real assets in the organisations they join both locally and regionally with some making a mark on the international scene

##### **Courses in sync with the current needs of industry**

All our courses are designed with careful consultation with the major players in all sectors of industry and commerce so as to produce stidents who meet the knowledge requirements of our local industry

##### **Diversity**

We as an institution are very diversified from our enrollment of all students irregardless of citizenship provided they meet the requirements for their chosen careers, to embracing a wide range of sporting actives, career paths. You will always find something to take away with you when you leave the institution