

The University of KwaZulu-Natal (UKZN) is committed to meeting the objectives of Employment Equity to improve representivity within the Institution. Preference will be given to applicants from designated groups in accordance with our Employment Equity Plan.

EXPRESSION OF INTEREST

REGISTRAR'S DIVISION

LEGAL SERVICES DEPARTMENT

LEGAL REPRESENTATIVES FOR STUDENTS

Applications are invited from staff members and/ or postgraduate students in the School of Law in possession of an LLB/LLM degree to be appointed as legal representatives for students in the Student Discipline Office, a section under the Legal Services Department.

The Student Discipline Office is responsible for, *inter alia*, prosecuting and initiating student discipline processes before the Student Discipline Court. The Office is inviting suitably qualified candidates to be appointed as legal representatives for students facing disciplinary action, and providing students with legal advice and assistance.

The incumbent will primarily be responsible for advising students on any matter affecting a charge laid according to the Student Rulebook, and in particular, the nature of the evidence required to establish a defence to the charge/s. In addition, appear on behalf of students at any inquiry before the Student Discipline Court, mediate matters where appropriate, draft and present written arguments and lodging appeals on behalf of students.

Minimum Requirements:

- Full time staff member at UKZN, and postgraduate students in the School of Law will also be considered;
- Bachelor of Laws (LLB) degree, or equivalent;
- Knowledge of IsiZulu would be an added advantage.
- Practical legal experience would be an added advantage;

Enquiries and details regarding the post, as well as requests for a job profile, may be directed to the Proctor at 031 260 1818 or e-mail: shangen3@ukzn.ac.za

The closing date for receipt of applications is **18th April 2024**.

Applicants are required to complete the relevant application form which is available on the vacancies page of the University website at www.ukzn.ac.za.

Please send completed forms to satheek@ukzn.ac.za.