

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.

COLLEGE OF HEALTH SCIENCES

**EXAMINATIONS OFFICER
(PEROMNES GRADE 10)
COLLEGE OFFICE
MEDICAL SCHOOL CAMPUS**

REF NO.: CHS06/2017

The College of Health Sciences wishes to appoint an individual who will ensure the smooth flow of examination processes and procedures and assist with Student Academic Administration.

Minimum Requirements:

- Matriculation/Grade 12/Senior Certificate;
- One-year relevant qualification AND
- Three years' relevant experience.

This post reports to Manager: College Academic Services. Enquiries regarding this post may be directed to Mrs R Ramdeyal (Manager: Academic Services) on 031-260 4726. The job profile is available from Mr SA Mbona, tel:031 260 4450 or e-mail: mbonas@ukzn.ac.za. You are invited to visit the College website at <http://chs.ukzn.ac.za/Homepage.aspx>

The total remuneration package offered includes benefits. This appointment will be on the 2012 Conditions of Service, where applicable.

The closing date for receipt of applications is Thursday, 10 August 2017.

The University reserves the right not to make any appointment.

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

**Completed forms may be sent to Recruitment-chs@ukzn.ac.za
Advert Reference Number MUST be clearly stated in the subject line.**