**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.**

**FIXED TERM CONTRACT: 6 MONTHS**

**STUDENT SERVICES DIVISION**

**MANAGER: TRANSPORT SERVICES**

**(PEROMNES GRADE 7)**

**STUDENT TRANPORT SERVICES**

**REF NO. SS11/2018**

The incumbent manages the activities of the Transport Services Department to ensure that transport is available to the Division and all relevant stakeholders, is dependable and safe. The incumbent provides strategic leadership and guidance to the department and ensures that services are rendered professionally and effectively. S/he will manage transport services’ staff, monitor budgets, and regulate expenditure in accordance with prevailing financial regulations of the University.

The incumbent will report to the Executive Director.

**Minimum Requirements**:

* Post graduate qualification in Transport / Fleet / Logistics /Freight or Management or similar qualification
* 5 years’ experience in a Transport or Fleet management environment of which 2 years should have been in a managerial or supervisory level
* Advanced analytical, research, problem-solving, decision making, time-management and interpersonal skills
* Proven problem-solving skills
* Technical knowledge
* Scheduling of bus routes and vehicle maintenance
* Proven leadership and strategic thinking skills
* Excellent negotiation skills and ability to influence
* A strong understanding of reporting and budgeting
* Experienced in Microsoft Office suite

**Advantages**:

* Experience in an institution of Higher learning
* Experience in a student affairs environment.

Short-listed candidates may be required to undertake a skills test.

**The total remuneration package offered includes benefits. The closing date for receipt of applications is 5 September 2018.**

**Applicants are required to complete the relevant application form which is available on the Vacancies website at** [**www.ukzn.ac.za**](http://www.ukzn.ac.za)**. Completed forms must be sent to** [**Recruitment-jm@ukzn.ac.za**](mailto:Recruitment-jm@ukzn.ac.za)

**Advert Reference Number MUST be clearly stated in the subject line.**