

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.

Erratum:

Please be informed that this advert contained errors and omissions that are corrected on this erratum.

PHYSICAL PLANNING AND FACILITIES MANAGEMENT

FINANCE AND CONTRACTS MANAGER

(PEROMNES GRADE 06)

REF NO.: PPFM 06/2021

PURPOSE OF THE JOB:

This position provides continuous leadership, management and oversight in all matters relating to the financial and contracts operations of the Physical Planning and Facilities Management (PP&FM) Department. The incumbent supports the Director and is responsible for the portfolio of financial planning: preparing, managing all functions directly related to the Physical Planning and Facilities Management (PP&FM) Department budgeting process, this also includes enforcing grant or donor contractual obligations, strategic allocations and other operating expenditure.

The incumbent will report to the Senior Director - Physical Planning and Facilities Management.

MINIMUM REQUIREMENTS:

- Matric and Honours Degree or Post Graduate Diploma in Commerce.
- Minimum of 8 years work experience of which a minimum of 3 years should be in a managerial/supervision position.
- Knowledge of:
 - Accounting (Management and Financial), Taxation and Auditing requirements.
 - Legal framework governing Higher Education Institutions
 - Ability to interpret cost reports, cash flows, balance sheets, income statements and analyses in compliance with IFRS
 - Good knowledge of regulatory compliance procedures is essential

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

The total remuneration package offered includes benefits.

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

Completed forms must be sent to recruitment-tb@ukzn.ac.za

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

The closing date for receipt of applications is 10 September 2021