

The University of KwaZulu-Natal (UKZN) is committed to meeting the objectives of Employment Equity to improve representivity within the Institution.

COLLEGE OF AGRICULTURE, ENGINEERING & SCIENCE

**DIRECTOR: COLLEGE PROFESSIONAL SERVICES
(PEROMNES GRADE 5)
PIETERMARITZBURG CAMPUS**

REF NO.: AES14/2016

The College of Agriculture, Engineering and Science operates from three main campuses with its main office situated in the Pietermaritzburg Campus. The College has a student population of over 9,000, in both undergraduate and postgraduate, with an operational budget of over R400M. The College is seeking a very dynamic individual with a strong academic foundation at university level to fill the position of a Director Professional Services.

The key functions of this post are the effective operational management of the College-based Professional Support and Administrative functions, for the delivery of the College's objectives, by shaping and influencing policy and strategy. The incumbent will manage the operations of Finance, Human Resources, Public Relations, Academic Services, and Student Support. S/he will also provide similar support to the five mega-schools that form part of the College. The Director is a member of the College Leadership and Management team, collectively responsible for the delivery of College strategy.

The post will necessitate the requirement to travel between campuses of operation but the individual will be based in the Pietermaritzburg Office.

The incumbent will report to the Deputy Vice-Chancellor and Head of College.

Minimum Requirements:

- Honours degree or equivalent
- Relevant Masters degree underpinned by a relevant qualification
- Five (5) years relevant experience in management at a senior level
- Two (2) years cross-functional general management experience **(this must include Finance and Academic Services)**
- Management experience in the higher education environment

Enquiries and details regarding this post, as well as requests for a job profile may be directed to Mrs A McIntosh, 033 2605017 or e-mail: mcintosh@ukzn.ac.za

Appointment to this position will be on the January 2012 Conditions of Service.

The total remuneration package offered includes benefits.

The closing date for receipt of applications is 13 January 2017.

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-aes@ukzn.ac.za Advert Reference Number must be clearly stated in the subject line. PREVIOUS APPLICANTS DO NOT NEED TO RE-APPLY.