

The University of KwaZulu-Natal is committed to Employment Equity
Preference will be given to applicants from designated groups in accordance with our
Employment Equity Plan.

Re-advertisement

EXECUTIVE MANAGEMENT VACANCY

EXECUTIVE DIRECTOR: HUMAN RESOURCES

FIVE (5) YEAR FIXED TERM CONTRACT APPOINTMENT

The University of KwaZulu-Natal (UKZN) is situated in the subtropical seaside city of Durban and in the Midlands city of Pietermaritzburg, capital of the province of KwaZulu-Natal, South Africa.

The University is one of the largest residential universities in sub-Saharan Africa and is located on five campuses - Edgewood, Pietermaritzburg, Howard College, Westville and Umbilo Road.

UKZN is one of the leading research intensive and teaching universities in South Africa and on the continent. As one of South Africa's pre-eminent research institutions, the University provides a dynamic environment for all facets of research and innovation.

The University is structured on a College model with four Colleges, namely Agriculture, Engineering and Science; Health Sciences; Humanities; and Law and Management Studies, noting that the all Colleges have a presence on at least three of the University's five campuses. UKZN offers a large number of academic programmes at both undergraduate and postgraduate levels, with some 45 000 students and approximately 4000 staff members.

For more information regarding the University profile please visit our website and interact with us on: <http://www.ukzn.ac.za>

EXECUTIVE DIRECTOR: HUMAN RESOURCES

FIVE (5) YEAR FIXED TERM APPOINTMENT – BASED ON THE WESTVILLE CAMPUS

REFERENCE NUMBER: EX02/2022

The Executive Director Human Resources is responsible for the provision of strategic leadership in the implementation of the University's human resource strategy, and in linking human resource management with organisational strategy. The Executive Director Human Resources manages the University's Human Resources Division, including the Division's budget; and will oversee a full range of human resources functions, such as Employee Relations, Human Resources and Organisational Development and Reward Services. The University of KwaZulu-Natal strives to establish the University as an Employer of Choice in the South African Higher Education Sector and the Executive Director Human

Resources will be responsible for ensuring the implementation and alignment of human resources policy and strategy to achieve this objective, by the creation and maintaining of an organisational culture of inclusivity, belonging, diversity, equity, employee engagement and wellbeing. The Executive Director Human Resources reports to the Vice-Chancellor and Principal.

Requirements:

- An appropriate Master's Degree.
- Minimum of 10 years relevant experience, of which at least 5 years must have been at a senior management or executive management level in Human Resources.
- Knowledge of leadership and management principles as they relate to human resources within the tertiary education sector within South Africa.
- Knowledge of all employment related and other legislation impacting on the tertiary education sector within South Africa.
- Experience of managing, leading and developing professional HR teams within a complex and dynamic work environment.
- Experience of project management where innovative HR solutions have been delivered both personally and through delegating, mentoring and supporting others.
- Demonstrated experience of successfully consulting and negotiating with trade unions.
- Experience in change management and advocacy.
- Understanding of HR database systems and other technological systems which enhance the management and provision of HR services.
- The ability to effectively analyse workforce data, statistics for benchmarking, auditing, modelling and forecasting to support workforce and human resource planning

Personal and Leadership Attributes:

The incumbent must be a person with exceptional interpersonal skills, emotional intelligence and impeccable ethics; who is an institutional leader who leads by example and is able to foster strong interpersonal working relationships within Organised Labour; who gives leadership to management and staff within the Academic and Support College environments; and capably engage all external University Stakeholders.

In addition to the above attributes, the Incumbent must have the following:

- An ability to provide strategic human resource direction to the Colleges.
- Sound judgement, above average analytical ability and a conceptual thinker.
- A champion to deliver above average results, by being committing to action, displaying resilience in the face of challenges and diligently executing assignments.
- Exceptional self- and people-management skills.
- Capable and committed to self-awareness and self-correction, developing people talent, team management and fostering productive working relationships.

- Respect for confidentiality and is trustworthy.
- Hold relevant business and administrative management acumen.
- Capability to undertake/manage strategic projects and assignments.
- Provide competent, respectful and ethical leadership.
- Puts into practice and embody the University Values - R.E.A.C.H.T. (Respect, Excellence, Accountability, Client Orientation, Honesty and Trust).

Advantages:

- The ability to communicate in IsiZulu.
- A registered member of the South African Board of People Practices (SABPP) and/or the Institute of Personnel Management South Africa (IPM)

General Information:

Applicants are required to provide:

- a detailed motivation highlighting their experience in each of the requirements listed above
- a detailed CV and/ UKZN application form including full record of research, publications and teaching, if applicable
- http://vacancies.ukzn.ac.za/Libraries/General_Documents/Application_form_-_Support.sflb.ashx
- an abridged CV (maximum 2 pages)
- the name, telephone numbers and e-mail address of three (3) referees who are able to confirm the experience listed in the motivation or CV.

Applications for the post of Executive Director Human Resources should be sent for the attention of Ms, Mandisa Mbatani, HR Manager Operations and Services (Interim): Human Resources, University of KwaZulu-Natal, Westville Campus, Private Bag X54001, Durban, 4000 or e-mail: Mbatani@ukzn.ac.za

Please state the relevant reference number and your name in your subject line.

Please note that:

- A job profile is available upon request
- The closing date for receipt of applications is **13 February 2023**
- Only shortlisted candidates will be contacted
- The University reserves the right not to make an appointment.
- **Applicants who previously applied do not need to re-apply.**