

**The University of KwaZulu-Natal (UKZN) is committed to Employment Equity with the Intention to promote representivity within the Institution.**

**Due to operational requirements related to fractional appointments, preference will be given to applicants from within the College of Law and Management studies, UKZN and from the designated groups**

**COLLEGE OF LAW AND MANAGEMENT STUDIES**

**PROGRAMME MANAGER: GENERAL (5 POSITIONS)**

**(THREE-YEAR FRACTIONAL APPOINTMENT OR DETERMINED BY OPERATIONAL REQUIREMENTS)**

**SELF-FUNDED TEACHING PROGRAMMES (SFTP)**

**SCHOOL OF MANAGEMENT, INFORMATION TECHNOLOGY AND GOVERNANCE**

**WESTVILLE CAMPUS**

**Programmes**

- **MCOM in Marketing & Information Technology : Ref no: MIG01/2016)**
- **MCOM in Human Resource Management, Industrial Relations & Management: (Ref no: MIG02/2016)**
- **P.G. Diploma in Marketing and Supply Chain (Ref no: MIG03/2016)**
- **P.G. Diploma in Human Resource Management (Ref no: MIG04/2016)**
- **P.G. Diploma in Management (Ref no: MIG05/2016)**

The incumbent will be responsible for the management of all academic, administrative, marketing and financial activities in the specific programme in conjunction with the direction of the SFTP Programme Coordinator. This will include the framing of timetables (lecture and exams), compiling booklists, handbook entries, rule consistency and lecturer evaluations. It will also include the recruitment and selection of lecturers. The incumbent will report to the Programme Coordinator (PC).

**Minimum Requirements:**

- Relevant Master's degree in the related discipline; and
- Specialisation or management experience in the applicable discipline.

**Advantages:**

- Preparation of budgets and investigation of variances.

Enquiries and details regarding this post may be directed to Miss Zandile Nyuswa, HR & Finance Admin Officer on 031 260 8374, Email: [nyuswaz@ukzn.ac.za](mailto:nyuswaz@ukzn.ac.za).

**Communication will be limited to short listed candidates.**

**The remuneration package offered will be in accordance with the SFTP's Guiding Principles on fixed term appointments.**

**The closing date for receipt of applications is Sunday 06<sup>th</sup> March 2016**

Applicants are required to complete the relevant application form which is available on the Vacancies page of the University website at [www.ukzn.ac.za](http://www.ukzn.ac.za).

Completed forms may be sent to [recruitment-landm@ukzn.ac.za](mailto:recruitment-landm@ukzn.ac.za). Please state the advert reference number and campus in your subject line.

Applicants are required to submit a brief motivation, clearly indicating how they meet the minimum requirements.