

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.

INSTITUTIONAL PLANNING AND GOVERNANCE

**PROJECT COORDINATOR
(PEROMNES GRADE 08)
PHYSICAL PLANNING AND FACILITIES MANAGEMENT
WESTVILLE CAMPUS**

REF NO. PPFM 04/2021

PURPOSE OF THE JOB

To co-ordinate projects for all departments per campus. The person will also be the principal liaison between the schools/departments, professional team and contractors and will also provide a review of all construction related matters including cost, contracts and project co-ordination and technical completion risks. The incumbent will undertake projects in line with established processes and procedures, and will be involved in the project from the Project Concept & Design phase through to the end of the Project.

MINIMUM JOB REQUIREMENTS AND EXPERIENCE

- Diploma in Architecture/QS/Building Science/Civil Engineering/Project Management
- 3years experience in Architecture/QS/Civil Engineering/Project Management/ Building

Applicants may be required to undergo 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 04 March 2021