

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.

COLLEGE OF AGRICULTURE, ENGINEERING AND SCIENCE

**ADVISOR: FINANCIAL AID
(PEROMNES GRADE 10)
WESTVILLE CAMPUS**

REF NO.: AES01/2017

The incumbent will provide administrative and advisory services to students in respect of funding loans, bursaries and scholarships.

The incumbent will report to the Senior Advisor: Financial Aid.

Minimum requirements:

- A relevant National Diploma in Business related areas
- Three (3) years relevant experience dealing with the Public and/or students in a similar environment
- Experience in MS Word and Excel Spreadsheets
- Experience in financial administration

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

Enquiries and details regarding this post, as well as requests for a job profile may be directed to Ms N Mkhize, 031-2608753 or email mkhizen3@ukzn.ac.za

All other enquiries regarding this post may be directed to Mrs Adeshini McIntosh, 033 2605017 or email 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 10 February 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.