

**The University of KwaZulu-Natal (UKZN) is committed to Employment Equity.
For this position, applications are invited from African Males, African Females and
People with Disabilities**

FIXED TERM CONTRACT: JULY TO DECEMBER 2013

**FINANCE DIVISION
ACCOUNTING OFFICER (3 POSTS)
STUDENT FINANCIAL SERVICES**

HOWARD COLLEGE CAMPUS

REF NO.F11/2013

The incumbent assists the Manager Student Financial Services in providing a comprehensive service to stakeholders within and outside the University community. S/he is responsible for functions relating to financial control, administration of fee and debtor accounts, receipting and banking University income, making cash disbursements, debt administration and collection, improving service delivery and cost reductions, as well as implementing measures to ensure compliance with the minimum control framework.

Minimum Requirements:

- Matriculation with Accounting plus current progress towards a 3-year commercial qualification;
- Three (3) year's experience in a large computerised organisation of which two (2) years' must be in any one of the areas of fees, cashiering or debtors.

The total remuneration package = R8,371 per month

The closing date for receipt of applications is 24 June 2013.

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 niven@ukzn.ac.za.

Advert Reference Number MUST be clearly stated in the subject line.