

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 DIVISION

**SPACE PLANNER
CAMPUS MANAGEMENT SERVICES**

**(PEROMNES GRADE 9)
PIETERMARITZBURG CAMPUS**

REF NO.: CMS 02/2018

To provide leadership to the University on space management and co-ordination, and to perform a consultative and advisory role to users on the utilisation and management of space. To audit and oversee data compilation and reporting. To oversee the management of tenants and leasing agreements. To accomplish all of the above with proper record keeping and reporting, supported by sound policy and procedures, effected within strict budgetary limitations, and implemented against the sound Management of UKZN space norms and standards, plus DOE standards, and against the sound Management of energy consumption, and compliance to environmental regulations.

Minimum Requirements:

- A Bachelor's degree in the Built Environment, Architectute or Planning ;
- 5 - 8 years experience, of which 3 years should be at Space Planning management;
- Experience and working knowledge of interpreting and reading drawings
- Experience in HEMIS System

Enquiries and details regarding this post, including requests for a job profile, and all other recruitment related enquiries may be directed to Noxolo Hlathi, 031 260 7916, hlathin@ukzn.ac.za

The total remuneration package offered includes benefits. This appointment will be on the 2018 Conditions of Service

The closing date for receipt of applications is **23 MARCH 2018**

Applicants are required to complete the official application form ("application form – support") which is available on the vacancies website at www.ukzn.ac.za

Completed forms may be sent to recruitment-nh@ukzn.ac.za

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