

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

**PRINCIPAL ACADEMIC DEVELOPMENT OFFICER (GRADE 8)/
SENIOR ACADEMIC DEVELOPMENT OFFICER (GRADE 9) (1 POST)
THREE YEAR FIXED-TERM APPOINTMENT
REF NO.: AES08/2019**

PIETERMARITZBURG CAMPUS

The incumbent will address teaching and learning problems in the School. S/he will be responsible for: running of the academic support programmes (including supplemental instruction and hot seats); training of tutors and supplemental instruction leaders; providing academic counselling to students; monitoring student performance; as well as any other duties as assigned by the Academic Leader: Access and the Dean: College Teaching and Learning. The incumbent will be required to periodically travel off campus.

The incumbent will report to the Academic Leader: Access.

Minimum Requirements: Principal Academic Development Officer

- A Masters degree in an appropriate field of the College
- Three years relevant experience
- Proven experience in educational support programmes
- Experience in word processing, spreadsheets and database.
- Unendorsed code 08 driver's license

Minimum Requirements : Senior Academic Development Officer

- Honours degree in an appropriate field of the College
- Two years relevant experience
- Experience in educational support programmes
- Experience in word processing, spreadsheets and database.

Enquiries and details regarding this post, may be directed to Prof N Chetty, on 033 2605660/5717 or e-mail: ChettyN3@ukzn.ac.za.

The total remuneration package offered includes benefits.

The closing date for receipt of applications is 12 April 2019.

**Applicants are required to complete the relevant application form which is available on the Vacancies website at www.ukzn.ac.za. Completed forms and Curriculum Vitae may be sent to Recruitment-aes@ukzn.ac.za
Advert Reference Number MUST be clearly stated in the subject line.**