

**The University of KwaZulu-Natal (UKZN) is committed to meeting the objectives of Employment Equity to improve representative within the Institution.**

**Preference will be given to applicants from designated groups in accordance with our Employment Equity Plan.**

### **THE REGISTRAR'S DIVISION**

#### **COMPLIANCE MANAGER: LEGAL AND REGULATORY COMPLIANCE (PEROMNES GRADE 8) WESTVILLE CAMPUS**

**REF NO: REG01/2021**

The Legal Compliance Manager shall be responsible for the University's legal and regulatory compliance. In so doing, the Incumbent shall Facilitate the creation, population and maintenance of the required legal and regulatory compliance documentation, methodologies and systems for the Legal Compliance function; Perform an advisory function in terms of relevant legislative and regulatory requirements applicable to the University; Facilitate the monitoring, evaluation, identification of gaps with and make recommendations to mitigate adverse findings in terms of legislative and regulatory non-compliance by the University; and Report on compliance activities and facilitate training in respect of legislative and regulatory requirements within the University.

#### **Minimum Requirements**

- Matric plus an appropriate Bachelor's degree or equivalent
- 5 years in a compliance environment (preferably in a Higher Education Institution)
- Wide knowledge of South African Legislation

#### **Personal Attributes:**

- Computer literate
- Good research skills
- Excellent communication skills
- Highly proficient in English

Enquiries and details regarding this post, as well as requests for a job profile may be directed to Ms. Meena Udaypal at telephone: 031 2602810 or email: [UDAYPALM@ukzn.ac.za](mailto:UDAYPALM@ukzn.ac.za)

**The total remuneration package offered includes benefits.  
The closing date for receipt of applications is 06 April 2021**

**Applicants are required to complete the relevant application form which is available on the Vacancies website at [www.ukzn.ac.za](http://www.ukzn.ac.za).**

**Completed forms may be sent to [recruitment-lm@ukzn.ac.za](mailto:recruitment-lm@ukzn.ac.za). The advert reference number **MUST** be clearly stated on the subject line.**