

**The University of KwaZulu-Natal is committed to Employment Equity.**

**HUMAN RESOURCES DIVISION**

**GRADUATE: REMUNERATION SPECIALIST**

**WESTVILLE CAMPUS**

**REF NO: HR07/2014**

The incumbent will provide remuneration specialist advisory support and also conduct benchmarking and surveys that will facilitate and guide Management's planning and decision making to fulfil the Human Resources' and the University's strategic objectives; S/he will also manage the job evaluation process for the University and maintain job profiling standards for all professional services positions.

The incumbent will report to the Director: Human Resources Reward Services.

**Minimum Requirements:**

- Relevant three year degree;
- At least five years experience in human resources of which three years should be in remuneration;
- Knowledge of job evaluation, benchmarking and salary surveys;
- Advanced knowledge of and experience in relevant computer programs (Microsoft word, Excel, databases).

**Advantages:**

- A demonstrable working knowledge of the Peromnes job evaluation system and remuneration practices and procedures in an academic tertiary institution.
- Global Remuneration Professional Certification

**Enquiries and details regarding this post, as well as requests for a job profile may be directed to Mr SA Moodley, 031 – 260 3378 or e-mail: moodleys60@ukzn.ac.za.**

**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 must be sent to recruitment-support1@ukzn.ac.za. The advert reference number must be clearly stated in the subject line.**

**CLOSING DATE: 4 JUNE 2014**