**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.**

**STUDENT SERVICES DIVISION**

**ASSET AND BUILDING OFFICER (3 POSTS)**

**(PEROMNES GRADE 11)**

**STUDENT RESIDENCE AFFAIRS**

**WESTVILLE, EDGEWOOD, PIETERMARITZBURG**

**REF NO. SS07/2019**

The Asset and Building Officer is responsible for the general condition of his/her allocated residences, which includes buildings both on, and off campus. S/he facilitates building maintenance, controls and maintains the assets register, monitors and controls cleaning staff, and interacts with maintenance contractors and related service providers.

**Minimum Requirements**:

* Grade 12 (Matric) and a relevant post-matric qualification;
* A valid and unendorsed code 8 drivers’ licence;
* Three (3) years’ experience as a building supervisor or on-site property maintenance; related skills – that is, plumbing, building, carpentry, etc;
* Good communication skills in English and isiZulu;
* Working knowledge of building and construction related issues;
* Working knowledge of occupational health and safety standards of South Africa;
* Computer literacy.

Short-listed candidates may be required to undertake a skills test.

**The total remuneration package offered includes benefits.**

**The closing date for receipt of applications is 27 May 2019.**

**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-jm@ukzn.ac.za**](mailto:Recruitment-jm@ukzn.ac.za)

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