

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.

REGISTRAR'S DIVISION

**DIRECTOR: RISK MANAGEMENT SERVICES
RISK MANAGEMENT SERVICES**

**(PEROMNES GRADE 5)
WESTVILLE CAMPUS**

REF NO.: RMS 08/2018

This position provide strategic leadership that supports the University endeavours by creating an environment which is secure, safe and conducive to scholarship. The incumbent will be responsible for overall operational safety and security of persons and property on all five campuses of the University. The Risk Management Services portfolio comprises approximately 450 (in-house) staff and an annual budget in excess of R45 million.

The duties require the incumbent to:

- Ensure equal levels of service across all campuses;
- Supervise and co-ordinate campus based managers across all functions, which include occupational health and safety, security, investigations, traffic and access control;
- Ensure proper policies and procedures are in place which comply with any applicable legislation and regulations;
- Identify areas of risk relating to safety and security as well as ensuring appropriate risk control methods are put in place;
- Manage and control the operations within the budget constraints and priorities of the Division.

Minimum Requirements:

- Bachelor's degree in Management, Administration or other relevant field;
- PSIRA registration (minimum Grade B) OR registration as a member of the Institute of Safety Management (preferably both);
- A minimum of ten years relevant work experience at a management level with responsibility for either the security or safety operations in industry, preferably in a tertiary institution or a large private or public sector or organization;
- Of these at least five years must have been at a senior management level and have included strategic planning at a corporate level;

- A good working knowledge of all relevant legislation;
- Experience in planning, controlling and monitoring large (multi-million rand) operations and budgets across multiple sites

Advantages

- Management experience in both areas of responsibility, ie. both security and Safety operations;
- Experience in project management and associated reporting requirements;
- The ability to communicate in isiZulu

This appointment will be on the Total Cost to Employer (TCE) Remuneration Model. This appointment will be on the 2018 Conditions of Service

Enquiries and details regarding this post, including requests for a Job Profile, may be directed to Simon Mokoena, 031 260 8025, mokoenas@ukzn.ac.za

The closing date for receipt of applications is extended to the 07th December 2018

Applicants are required to complete the official application form which is available on the Vacancies website at www.ukzn.ac.za **Completed forms may be sent to recruitment-nm@ukzn.ac.za**

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